Amends Letter Template

Make the list first, then talk every name over with your sponsor before you contact anyone.

READ THIS FIRST

- Talk over every amends with your sponsor before you make it.
- Anything involving money owed, the law, an affair or a former partner: talk it over with a human sponsor or pastor first.
- Never make an amends that would hurt someone else, including the person you're writing to.
- If someone has asked you not to contact them, respect that. Make a living amends instead, and don't send the letter.
- If anyone on your list has hurt or threatened you, you don't owe them contact. The National Domestic Violence Hotline is 1-800-799-7233.

MY AMENDS LIST (STEP EIGHT)

Name	The harm	Type: direct, letter or living	Talked over with sponsor?	Done
My sister, Anne	*Borrowed $400 and never paid it back. Lied about why.*	*Direct, then repay*	*Yes, 3/12*	

WRITE YOUR LETTER

1. Dear _____. Why I'm writing: I'm working to set right the things I've done wrong.

2. What I did: name it plainly. No excuses, no "but," and nothing about what they did.

3. How it may have hurt you: show that you understand.

4. What I want to do to set it right. Ask: is there anything else I can do?

5. How I'm living differently now, in a sentence or two.

6. Close simply. You don't need to ask for forgiveness or a reply.

Example letter

Dear Anne, I'm writing because I'm trying to make right the things I did wrong while I was drinking. Two years ago I borrowed $400 from you and told you it was for car repairs. That wasn't true, and I never paid you back. I know that cost you money you needed, and it made it hard for you to trust me. I'm sorry. I've enclosed the first $100, and I'll send the same each month until it's paid. If there's anything else I can do to set this right, I want to hear it. I'm sober today and trying to live honestly. You don't need to write back. With love, Mark

Before you send it

God, I'm willing.
Give me the right words and the right time.
Keep me from making this about me.
Whatever they say, help me keep
my side of the street clean. Amen.

SCRIPTURE

> *"So if you are offering your gift at the altar and there remember that your brother has something against you, leave your gift there before the altar and go. First be reconciled to your brother, and then come and offer your gift."*
>
> MATTHEW 5:23–24 · ESV

> *"And Zacchaeus stood and said to the Lord, "Behold, Lord, the half of my goods I give to the poor. And if I have defrauded anyone of anything, I restore it fourfold."*
>
> LUKE 19:8 · ESV

> *"If possible, so far as it depends on you, live peaceably with all."*
>
> ROMANS 12:18 · ESV