

The Unfinished Business Letter

The problems we face are sometimes the result of relationships that ended with unfinished business. This can happen because one party or the other was unable or unwilling to resolve an issue at the time it arose.

Frequently, such an issue can be satisfactorily reopened and resolved. This exercise presents one way to do that.

The exercise is to write a letter to the person with whom you feel you have unfinished business. You may just want to do this as an exercise for your own benefit or you can use this exercise to get your thoughts together before writing a real letter to that person. You can choose the benefit of each approach and use it as it might be most helpful.

1. Write a factual account of the situation that caused the problem. In this regard it may be about your separation.

2. What haven't you said in the past that you now might feel ready to say?

3. Explain your feelings about the separation.

4. What do you not like about that event?

5. What do you appreciate about that event?

6. List any regrets you have about the way you separated.

7. Spell out clearly any wishes, wants, or requests you want to ask of the other.

8. Is there anything else you want to include in the letter?

After you have composed the letter, answer the following questions:

9. What do you want to do with the letter?

10. If it can't be delivered or if it is better for you not to do so, list three things that you could do with the letter that might be meaningful to you.

a) _____

b) _____

c) _____
