```vba
Sub CreateApologyLetter()
 Dim letter As String
 Dim recipientName As String
 Dim recipientAddress As String
 Dim senderName As String
 Dim apologyReason As String
 Dim closing As String
 Dim dateStr As String

 ' Set values
 recipientName = "Dear [Recipient's Name],"
 recipientAddress = "[Recipient's Address]"
 senderName = "[Your Name]"
 apologyReason = "I am writing to express my sincere apologies for
[Reason for Apology]."
 closing = "Thank you for your understanding."
 dateStr = Format(Date, "mmmm d, yyyy")

 ' Construct letter
 letter = dateStr & vbCrLf & vbCrLf
 letter = letter & recipientName & vbCrLf
 letter = letter & recipientAddress & vbCrLf & vbCrLf
 letter = letter & apologyReason & vbCrLf & vbCrLf
 letter = letter & closing & vbCrLf & vbCrLf
 letter = letter & "Sincerely," & vbCrLf & vbCrLf
 letter = letter & senderName

 ' Display letter
 MsgBox letter, vbInformation, "Apology Letter"
End Sub
```