

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you in a moment of peace amidst the turmoil of grief. I wanted to take a moment to express my deepest condolences for your loss.

[Share a personal memory or anecdote about the deceased that highlights their character or impact.]

In times like these, it is essential to remember the love and light they brought into our lives. [Mention how their presence has affected you or others.]

As you navigate through this difficult journey, please know that you are not alone. [Offer support, whether it's a listening ear, assistance with daily tasks, or simply being there for them.]

It's okay to feel a range of emotions--sadness, anger, confusion--and there's no right or wrong way to grieve. [Encourage them to embrace their feelings and remind them that healing takes time.]

Please reach out whenever you need someone to talk to or if there's anything specific I can do to help you during this time. I care deeply for you and want to support you in any way I can.

With heartfelt sympathy,

[Your Name]