

[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 surrounded by love and support during this incredibly difficult time. I want you to know that my thoughts are with you as you navigate through your grief.

It is heart-wrenching to lose someone so dear, and I can only imagine the pain you are feeling. [Deceased's Name] was a remarkable person who touched the lives of so many, and their memory will forever be cherished. Please remember that you are not alone. I am here for you; whether you need someone to talk to, share memories with, or simply sit in silence. Your journey through this loss is unique, and it's important to give yourself grace as you heal.

If there is anything specific I can do to support you--be it running errands, sharing a meal, or simply listening--please don't hesitate to reach out.

Take all the time you need to grieve and remember that it's okay to feel whatever emotions arise during this period.

With deepest sympathy and all my love,

[Your Name]