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

To the Family of [Deceased's Name],

I hope this letter finds you in comfort during this difficult time. I am deeply saddened to hear of the passing of [Deceased's Name]. Their love and faith touched the lives of many in our congregation and beyond. [Deceased's Name] was a true example of Jehovah's teachings and lived a life full of kindness, compassion, and dedication to the faith. [Share a personal memory or anecdote that highlights their character or contributions.]

Please know that our thoughts and prayers are with you. We hold onto the promise of resurrection and hope that this brings you peace in the days to come. If there is anything we can do to support you, do not hesitate to reach out.

With heartfelt sympathy, [Your Name] [Your Congregation]