

[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 peace during this difficult time. I am writing to express my heartfelt sympathy for your loss.

[Include a personal message or memory related to the deceased, if applicable.]

Please remember that you are not alone; my thoughts and prayers are with you and your family. May you find comfort in your faith and the support of those who care for you.

If there is anything you need or any way I can help, please don't hesitate to reach out.

With deepest sympathy,

[Your Name]