

[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 am writing to share the profound sorrow I feel over the passing of my beloved wife, [Wife's Name].

[Express feelings and memories, e.g., "She was my steadfast companion and an unwavering source of love and support. Her kindness touched the lives of many."]

[You may include details about the memorial service or any arrangements, e.g., "A memorial service will be held on [Date] at [Location]. All who knew her are welcome to attend."]

[Thank the recipient for their support or mention any specific assistance they provided or could offer.]

Thank you for your understanding during this difficult time.

Sincerely,

[Your Name]
[Your Contact Information]