

Dear [Friend's Name],

We are deeply saddened to inform you of the passing of [Deceased's Name]. The funeral arrangements have been made, and we would like to confirm the details with you.

Funeral Details

- **Date:** [Date]
- **Time:** [Time]
- **Venue:** [Venue Name and Address]

We hope you can join us to honor [Deceased's Name]'s memory and support one another during this difficult time.

Please let us know if you can attend.

With heartfelt sympathy,

[Your Name]