

Heartfelt Condolences

Date: [Insert Date]

Dear [Client's Name],

I was deeply saddened to hear about the loss of your [relation, e.g., mother, father]. Please accept my heartfelt condolences during this difficult time. There are no words that can truly express the sorrow I feel for you and your family.

[Insert a personal memory or sentiment about the deceased, if appropriate, e.g., "I always admired her kindness and strength."]

Please know that you are in my thoughts, and I am here to support you in any way you need. Take all the time you require to heal, and don't hesitate to reach out.

With deepest sympathy,

[Your Name]

[Your Position]

[Your Company]