

Dear [Team Member's Name],

I was deeply saddened to hear about your loss. Please accept my heartfelt condolences during this difficult time. Losing a loved one is never easy, and I want you to know that my thoughts are with you and your family.

If there is anything you need or any way I can support you, please do not hesitate to reach out. Remember, you are not alone, and we are all here for you.

Wishing you strength and comfort in the days ahead.

With deepest sympathy,

[Your Name]

[Your Position]