

**Dear [Coworker's Name],**

I was deeply saddened to hear about your loss. Please know that my thoughts are with you during this incredibly difficult time.

Your strength in facing this challenge is truly admirable, but it is okay to take time to grieve and heal. If there's anything I can do to support you, whether it's helping with work or just being there to listen, please don't hesitate to reach out.

Remember to take care of yourself, and allow those around you to help you through this journey.

With heartfelt sympathy,

[Your Name]