

Dear [Recipient's Name],

I was saddened to hear about the passing of your [relation, e.g., uncle, cousin, etc.], [Deceased's Name]. Although we were not closely connected, I want you to know that my thoughts are with you and your family during this difficult time.

Please accept my heartfelt condolences. Remember that it's okay to grieve and to cherish the memories you shared with [Deceased's Name]. If there is anything you need or if you would like to talk, I am here for you.

With deepest sympathy,

[Your Name]