

Dear [Recipient's Name],

We were deeply saddened to hear of the passing of [Deceased's Name]. Please accept our heartfelt condolences during this difficult time. [He/She/They] was a cherished member of our church community, and [his/her/their] spirit and kindness touched the lives of so many.

As we mourn [his/her/their] loss, we want you to know that our thoughts and prayers are with you and your family. We are here to support you in any way you need.

May God grant you peace and comfort in the days ahead.

With deepest sympathy,

[Your Name]

[Your Position]

[Church Name]