Condolence Note

Dear [Recipient's Name],

I was heartbroken to hear about the unexpected loss of [Deceased's Name]. Please accept my deepest condolences during this difficult time. [He/She/They] was a truly remarkable person who touched the lives of many.

Words cannot express how sorry I am for your loss. If there is anything you need or if you would like to talk, please don't hesitate to reach out.

Thinking of you and your family, and sending you all my love.

Sincerely, [Your Name]