Condolences Letter

Date: [Insert Date]

Dear [Recipient's Name],

I was heartbroken to hear of the passing of [Deceased's Name]. Please accept my deepest condolences during this difficult time. [He/She/They] was a remarkable person who touched the lives of many, and [his/her/their] memory will live on in our hearts.

During this time of sorrow, may you find comfort in the love and support of family and friends. Please know that I am here for you and willing to help in any way that you need.

Thinking of you and sending love and prayers your way.

Sincerely,

[Your Name]