

Dear [Team Member's Name],

I was deeply saddened to hear about your loss. Please accept my heartfelt condolences during this challenging time. It is difficult to find the right words to express the sorrow I feel, but please know that you are in my thoughts.

If there is anything you need or any way I can support you, do not hesitate to reach out. The entire team is here for you, and we stand united in offering our support.

Take all the time you need, and remember that you are not alone.

With deepest sympathy,
[Your Name]