

Dear [Managing Director's Name],

We were deeply saddened to hear of your recent loss. Please accept our heartfelt condolences during this incredibly difficult time.

We understand that this is a period of mourning, and we want you to know that we are here to support you in any way you need. Your well-being is our utmost priority.

If there is anything we can do--whether it's providing assistance at work or simply offering a listening ear--please do not hesitate to reach out.

Take all the time you need to heal, and know that you are in our thoughts.

Sincerely,
[Your Name]
[Your Position]
[Your Company]