

Dear [Managing Director's Name],

I was deeply saddened to hear about your recent loss. Please accept my heartfelt condolences during this incredibly difficult time. It's never easy to face such grief, and I want you to know that my thoughts are with you and your family.

In moments like these, it's important to take the time you need to heal. Remember that it's okay to lean on your friends and colleagues for support. We are all here for you, ready to assist in any way you might need.

If there's anything specific I can do to help, whether it's taking over some of your responsibilities or just lending an ear, please don't hesitate to reach out.

Wishing you peace and comfort in the days ahead.

With deepest sympathy,

[Your Name]

[Your Position]

[Your Company]