

Letter of Support

Date: [Insert Date]

Dear [Staff Member's Name],

I hope this message finds you in a moment of peace during this challenging time. I want to express my deepest condolences for your loss. It's never easy to lose someone we care about, and I want you to know that my thoughts are with you.

As a member of our law firm family, your well-being is important to us. Please remember that you are not alone, and we are here to support you in any way that you need. Whether it's adjusting your workload, time off, or just someone to talk to, do not hesitate to reach out.

Take all the time you need to grieve and heal. We are all thinking of you, and we'll be ready to support you when you're ready to return.

With heartfelt sympathy,

[Your Name]

[Your Position]

[Law Firm's Name]