

Dear [Volunteer Group Name],

We are deeply saddened to hear about the loss of [Name of the Deceased]. Their dedication and support to our community through volunteering have left a lasting impact on all of us.

[Name of the Deceased] was an extraordinary individual who selflessly gave their time and energy to help others. Their kindness and compassion will be profoundly missed.

Please extend our heartfelt condolences to [Name of Family or Friends, if appropriate]. We hope they find comfort in the love and memories shared during this difficult time.

In honor of [Name of the Deceased], we plan to [mention any plans such as a memorial event or charitable activity]. We believe this is a fitting tribute to someone who cared so deeply for our community.

With deepest sympathy,

[Your Name]

[Your Title/Position]

[Your Organization]