

Dear [Member's Name],

I hope this message finds you in moments of peace during this difficult time. I want to express my deepest condolences for the loss of your beloved [deceased's name]. Please know that my thoughts and prayers are with you and your family.

As your church leader, I want to remind you that our community stands with you. We are here to support you in any way you need--whether it be through prayer, meals, or simply a listening ear. You are not alone in this journey of grief.

Should you wish to talk or if there's anything specific I can assist you with, please feel free to reach out. We will also be holding a prayer service this [date and time], where you are welcome to come and find comfort among our church family.

With heartfelt sympathy,

[Your Name]

[Your Title]

[Church Name]

[Contact Information]