

Dear [Recipient's Name],

I was heartbroken to hear about the passing of [Deceased's Name]. Please accept my heartfelt condolences during this difficult time.

As I reflect on the wonderful memories we shared, I can't help but smile at the time [Deceased's Name] and I went [insert personal anecdote, e.g., "to that summer picnic where we laughed until we cried over the three-legged race."]. It was moments like those that showcased [his/her/their] infectious spirit and kindness.

I'll always cherish the times [he/she/they] offered [insert another personal anecdote, e.g., "words of encouragement when I was going through tough times."]. [Deceased's Name] had a unique way of making everyone feel valued, and [his/her/their] legacy will live on in our hearts.

Please know that you are in my thoughts and prayers. If there is anything I can do to support you during this time, please don't hesitate to reach out.

With deepest sympathy,

[Your Name]