

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We were deeply saddened to hear about the passing of [Deceased's Name]. Please accept our heartfelt condolences during this difficult time. [He/She/They] was a valued customer and will be greatly missed.

We appreciate and cherish the time we had the pleasure to serve [him/her/them]. If there is anything we can do to support you, please don't hesitate to reach out.

Wishing you comfort and peace in the days ahead.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]