

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express my heartfelt gratitude for the kindness and support you have shown me during this difficult time.

Your thoughtful words and gestures of sympathy following [mention the occasion, e.g., the passing of my loved one] have truly meant a great deal to me and my family. It is during moments like these that we realize the importance of having caring friends like you.

Thank you once again for your compassion and for being there when I needed it the most. Your support will always be cherished.

Sincerely,

[Your Name]