

Condolence Message for a Colleague

Dear [Colleague's Name],

I was deeply saddened to learn of the passing of your [relationship to the deceased, e.g., father, mother]. Please accept my condolences and know that my thoughts are with you and your family. If there's anything I can do to assist you or lighten your load during this time, please don't hesitate to ask.

Wishing you strength and peace,

[Your Name]