

Professional Condolence

Subject: Condolences on Your Loss

Dear [Colleague Name],

On behalf of the team at [Company Name], I extend our deepest condolences for your loss of [Deceased Name]. Our thoughts are with you and your family.

Please let us know if we can support you in any way during this difficult period.

Sincerely,

[Your Name]

[Position]

[Company Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/sympathy-letter>