

Letter to Sympathize for the Death of a Family Member

Innovators Incorporation

Harris Jackson

10 St. Diamond Avenue, New York.

13th January 2016

Mr. Miller Moore

Block 23C, Star Avenue, Oklahoma

Dear [Recipients Name],

I heard the news of Michael's death. It is so hard to accept his sudden demise. He was my only best friend since childhood. He was just like a brother to me. I am unable to express the pain I am going through as he was so close to me throughout his life. He was a man of words. All those people who met him even once have always complimented about his kind and giving nature. He can never be forgotten. I have arranged special prayers for him in the church on behalf of our staff. As you had only one son, no one can fulfill his place ever but you must keep hope for the sake of the rest of your family. I can imagine the stressful time you are going through. It is hard to accept. Please do not hesitate and feel free to contact anytime for help. I will always be available for any kind of support.

I present my deepest sympathy to you and your family.

Sincerely,

Harris Jackson

Manager, Innovators Incorporation