

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

		Return address:
		Name
	Date	Address Line 1
Name		Address Line 2
Address Line		City, State Zip Code
City, State Zip Code		

Re: Condolence – Death of Spouse

Dear :

Death, though it is as definite as the sun rising and setting, it is never as easy to accept. I am truly sorry for the loss of your beloved, {name}. I know that {name} was a very important part of your life. The memories that you and {name} shared and the life you two built is truly unique and as special as the love you two shared. I am sorry for your loss. I send my condolences in this time of sorrow.

Sincerely,

N A M E