

Sender's Full Name

Sender address

Date

Address of the Receiver

Dear _____ (Name of the Recipient),

You lead our congregation every week. You also motivate us to live more Christ-like and you inspire us to do more for other people. Last Monday, I observed your leadership during a tough situation and I appreciate the respect and time you gave to my family.

A funeral is not a nice time for a family. I was expecting this day would come but I did not realize how tough it would be. Thank you for visiting our home and we appreciate your kind words at the funeral.

Sincerely,

_____ (Sender's Name)

