This sample letter is addressed to a company or business which have closed their business for the day as a sign of respect to the deceased.

*To,*

*(Name of the business),*

*(address of business).*

*Date:*

*Subject: Letter of appreciation.*

*To the team at (Name of business),*

*From the friends and family of late \_\_\_\_\_\_\_\_\_\_, we would like to extend our heartfelt gratitude to the team at \_\_\_\_\_\_\_\_\_\_ for such a kind gesture. It is very heartening to see what an impact late \_\_\_\_\_\_\_ has made on your team for you to give up an entire day’s work on their behalf.*

*We greatly appreciate everyone who is a part of your team and would like to share our deepest gratitude to each one of you.*

*Thank you once again for a beautiful gesture which we as a family will always remember.*

*Yours sincerely,*