**For the Loss of a Job**

Dear Bill,  
  
So sorry to hear that you have been a victim of the heartless cuts at your company. I want you to know that we are thinking of you and your family at this time. Jane and I will pass by on Saturday to speak with you personally about some ideas we have to help.  
  
Roger

Dear Patrice,  
  
These economic times are really tough, and I want you to know we are thinking of you and are sorry that you have lost your job. We have an extra room here and would like you to seriously consider moving in with us until your circumstances change.  
  
Rob and Judy