

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Tenant's Name]
[Tenant's Address]
[City, State, Zip Code]

Dear [Tenant's Name],

Subject: Notice of Rent Increase

I hope this message finds you well. This letter serves as formal notice of a rent increase for the property you are currently leasing at

[Property Address].

Effective [Effective Date], the new monthly rent will be [New Rent Amount], an increase of [Amount of Increase] from your current rent of [Current Rent Amount]. This adjustment reflects [brief explanation for the increase, if applicable, e.g., market rates, cost increases, etc.]. Please feel free to reach out if you have any questions or concerns regarding this change. We appreciate your understanding and continued residency.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title (if applicable)]