

[Your Company Letterhead]

[Date]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

Subject: Notification of Systematic Rent Increase

We hope this message finds you well. As part of our ongoing efforts to maintain the quality of services and facilities at [Property Address/Name], we wish to inform you of a scheduled rent increase. Effective [Effective Date], your new monthly rent will be [New Rent Amount]. This adjustment reflects [brief reason for increase, e.g., inflation, property maintenance costs].

We greatly appreciate you as a valued tenant and thank you for your understanding. Should you have any questions or concerns regarding this change, please do not hesitate to reach out.

Best regards,

[Your Name]

[Your Title]

[Your Company Name]

[Contact Information]