

[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. I am writing to inform you of a change in your rental agreement due to an increase in rent. This decision has not been made lightly, and I appreciate your understanding and cooperation.

Effective [Effective Date, e.g., Month Day, Year], the monthly rent for your unit located at [Rental Property Address] will increase from [Current Rent Amount] to [New Rent Amount]. This adjustment will help to cover rising maintenance costs, property taxes, and other expenses associated with managing the property.

Your new rent amount will be reflected in your [Next Month's/Specific Month's] rent payment. Should you have any questions or concerns regarding this increase or wish to discuss this matter further, please feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter. I value you as a tenant and hope to continue our positive relationship.

Sincerely,

[Your Name]
[Your Title or Role, if applicable]
[Property Management Company Name, if applicable]