

[Your Name]
[Your Title/Position]
[Your Company/Property Management Company]
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

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

Dear [Resident's Name],

I hope this letter finds you well. We appreciate having you as a resident at [Property Name]. We are committed to maintaining a high-quality living environment and ensuring the continued upkeep of our facilities.

After careful consideration and in alignment with the current real estate market trends, we are writing to inform you of an upcoming change to your rental agreement. Effective [Effective Date], your monthly rent will increase from [Current Rent Amount] to [New Rent Amount].

This decision was not made lightly and reflects the rising costs of maintenance, property improvement, and market adjustments. We have taken steps to ensure that this is a reasonable increase compared to others in the area, and we remain dedicated to providing you with excellent service and a comfortable home.

If you have questions regarding this increase or if you would like to discuss your lease further, please do not hesitate to reach out to us. We value your tenancy and are here to assist you.

Thank you for your understanding, and we look forward to your continued residency at [Property Name].

Warm regards,

[Your Name]
[Your Title/Position]
[Company/Property Management Company]