

[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 letter finds you well. This notice is to inform you of an upcoming increase in your rent for the property located at [Property Address].

As of [Effective Date], your monthly rent will increase from [Current Rent Amount] to [New Rent Amount]. This change reflects [brief reason for the increase, e.g., rising maintenance costs, improved property services, market adjustments, etc.].

Please ensure that the new amount is reflected in your rent payment starting [First Payment Date Under New Rent].

If you have any questions or concerns regarding this increase, feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your understanding and continued tenancy.

Sincerely,

[Your Name]  
[Your Title/Relation to Property]