

[Your Name]
[Your Address]
[City, Postcode]
[Email Address]
[Phone Number]
[Date]

[Tenant's Name]
[Tenant's Address]
[City, Postcode]

Dear [Tenant's Name],

Subject: Notice of Rent Increase

I hope this letter finds you well.

I am writing to formally notify you of a proposed increase in your rent for the property located at [Property Address]. This decision has been made after careful consideration and is reflective of the current market conditions and increased maintenance costs.

Effective from [Effective Date], your new monthly rent will be [New Rent Amount]. I believe this adjustment is consistent with similar properties in the area and ensures that we can continue to provide you with a comfortable living environment.

If you have any questions or wish to discuss this further, please do not hesitate to contact me. I appreciate your understanding and cooperation regarding this matter.

Thank you for your attention to this notice.

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Signature (if sending a hard copy)]