

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

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

Dear [Tenant's Name],

Re: Notice of Rent Increase

I hope this letter finds you well.

I am writing to formally notify you of a rent increase related to your tenancy at [Property Address]. This decision has not been made lightly, and I appreciate your understanding and cooperation.

Effective from [Effective Date], the monthly rent will be increased from [Current Rent Amount] to [New Rent Amount]. This adjustment is necessary due to [brief reason for the increase, e.g., rising maintenance costs, market rates, etc.].

Please feel free to reach out if you have any questions or wish to discuss this matter further.

Thank you for your continued tenancy.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position, if applicable]