

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

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

Dear [Tenant's Name],

****RE: Rent Increase Notification****

I hope this letter finds you well. I am writing to inform you of an upcoming increase in your rent for the property located at [Property Address].

As of [Effective Date], the monthly rent will increase from PS[Current Rent] to PS[New Rent]. This adjustment reflects [brief reason for increase, e.g., increased maintenance costs, market adjustment, etc.]. According to the terms of your tenancy agreement, I am providing you with [notice period, e.g., one month's] notice of this change. Your new rent will be due on [Next Due Date].

If you have any questions or wish to discuss this further, please feel free to contact me at your earliest convenience.

Thank you for your understanding.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Position, if applicable]

[Landlord or Property Management Company Name, if applicable]