

[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 inform you that there will be an increase in your rent for the property located at [Property Address].

Effective from [Effective Date], your new monthly rent will be [New Rent Amount]. This increase is necessary due to [reason for rent increase, e.g., increased maintenance costs, market rate adjustment, etc.].

Please don't hesitate to reach out if you have any questions or wish to discuss this matter further.

Thank you for your understanding.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position, if applicable]