

[Your Name]

[Your Address]

[City, Postcode]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, Postcode]

Dear [Landlord's Name],

Subject: Notice of Rent Change

I hope this letter finds you well. I am writing to formally notify you of a change in my rent payment.

As per our tenancy agreement, I would like to inform you that the new rent amount will be [New Rent Amount] effective from [Effective Date].

Please confirm the acceptance of this rent change at your earliest convenience. Should you have any questions or require further discussion, feel free to get in touch.

Thank you for your attention to this matter.

Kind regards,

[Your Signature (if sending a hard copy)]

[Your Printed Name]