

[Your Name]
[Your Title/Position]
[Your Company/Property Management Name]
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Tenant's Name]
[Address]
[City, State, Zip Code]

Dear [Tenant's Name],

Subject: Notice of Rent Increase

I hope this message finds you well.

We are writing to inform you that, effective [Effective Date], the monthly rent for your unit [Apartment/Unit Number] will be increased to [New Rent Amount]. This decision was made after careful consideration of current market conditions, property maintenance costs, and the overall value of the amenities we provide.

Your new rent amount will take effect starting on your next rental payment due [Due Date]. Please update your records accordingly.

We appreciate your understanding and cooperation. If you have any questions or concerns regarding this adjustment, please feel free to reach out to us at [Your Phone Number] or [Your Email Address].

Thank you for being a valued tenant.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company/Property Management Name]