

Date: [Date of Notice]

To: [Tenant Name(s)]

Property Address: [Full Property Address and Unit Number]

Dear [Tenant Name],

This letter serves as formal notice regarding your lease agreement for the property located at the address listed above. Your current lease is scheduled to expire on [Current Lease End Date].

After reviewing current market conditions and operating costs, we are adjusting the monthly rent for your unit. Effective [Date Increase Starts], your monthly rent will increase from \$[Current Rent Amount] to \$[New Rent Amount].

Summary of Changes:

- **New Monthly Rent:** \$[New Rent Amount]
- **Effective Date:** [Date]
- **Security Deposit Top-up (if applicable):** \$[Amount]

Except for the change in monthly rent and the extension of the term to [New Lease End Date], all other terms and conditions of your original lease agreement dated [Original Lease Start Date] shall remain in full force and effect.

Please indicate your acceptance of these terms by signing below and returning this letter by [Deadline Date]. If you do not wish to renew the lease under these terms, please provide your written notice to vacate by [Notice Deadline Date] as per the requirements of your current agreement.

Thank you for being a valued tenant.

Sincerely,

[Landlord or Property Manager Name]

[Phone Number]

[Email Address]

Tenant Acceptance:

I/We, [Tenant Name], hereby accept the new rent amount and the amendment to the lease agreement as described above.

Signature: _____ Date: _____