

Date: [Date]

Property Address: [Property Address]

Tenant Name(s): [Tenant Name(s)]

Dear Tenant(s),

This letter serves as formal notice regarding a change in the accepted methods for rent payment for your lease agreement at the address mentioned above.

Effective [**Effective Date**], we will no longer accept the following payment method(s):

- [Old Payment Method 1]
- [Old Payment Method 2]

Starting from the date mentioned above, all future rent payments must be made via the following approved method(s):

- [New Payment Method 1 - e.g., Online Portal URL]
- [New Payment Method 2 - e.g., Bank Transfer/ACH]

Please ensure that you update your records and any automatic payment settings accordingly to avoid late fees or processing delays. All other terms of your lease agreement, including the monthly rent amount and the due date, remain unchanged.

If you have any questions regarding this transition or need assistance setting up the new payment method, please contact us at [Phone Number] or [Email Address].

Thank you for your cooperation.

Sincerely,

[Landlord/Property Manager Name]
[Company Name, if applicable]
[Contact Information]