

[Date]

[Tenant Name]
[Property Address]
[City, State, Zip Code]

Dear [Tenant Name],

I hope you are doing well. I would like to start by thanking you for being such a great tenant over the past [Length of time]. I truly appreciate how well you have maintained the property.

I am writing to inform you of a change regarding your monthly rent. To keep up with rising property costs and local market rates, the rent for your unit will increase from \$[Current Amount] to \$[New Amount] per month.

This change will take effect on [Effective Date]. All other terms of your existing lease agreement will remain the same.

I value having you as a resident and hope you choose to continue your stay here. Please let me know if you have any questions or if you would like to discuss this update further.

Please sign and return the attached acknowledgment by [Date] to confirm you have received this notice.

Best regards,

[Your Name]
[Your Phone Number]
[Your Email Address]

Tenant Acknowledgment:

I, [Tenant Name], acknowledge receipt of this notice and agree to the new rent amount starting on [Effective Date].

Signature: _____ Date: _____