

Date: [Current Date]

To: [Tenant Name(s)]

Property Address: [Unit Number and Street Address]

Dear [Tenant Name],

This letter serves as formal notice regarding upcoming renovations to the building and a subsequent adjustment to your monthly rent.

1. Renovation Schedule

Starting on [Start Date], we will begin the following improvements to the building:

[List of renovations, e.g., Roof replacement, hallway painting, new HVAC system].

Work is expected to be completed by [Estimated Completion Date]. Construction will typically occur between the hours of [Start Time] and [End Time].

2. Rent Increase Notice

In accordance with your lease agreement and local housing laws, your rent will be increased to reflect the improved value of the property. Your current monthly rent of \$[Current Amount] will increase to \$[New Amount].

3. Effective Date

The new rent amount will take effect on [Date]. Your first payment at this new rate will be due on [Due Date].

All other terms and conditions of your existing lease agreement remain in full force and effect. If you have any questions regarding the renovation timeline or the rent adjustment, please contact [Contact Name] at [Phone Number/Email].

Thank you for your cooperation as we work to improve the building.

Sincerely,

[Landlord/Property Manager Name]

[Management Company Name]

[Contact Information]