

[Date]

[Tenant Name]

[Tenant Address]

[City, State, Zip Code]

RE: Notice of Staggered Rent Increase for [Property Address]

Dear [Tenant Name],

This letter serves as formal notice regarding a scheduled increase in your monthly rent. To help you adjust to the new rate, the increase will be implemented in stages as outlined below:

Current Monthly Rent: \$[Amount]

Phase 1 Increase:

New Rent Amount: \$[Amount]

Effective Date: [Date]

Phase 2 Increase:

New Rent Amount: \$[Amount]

Effective Date: [Date]

All other terms and conditions of your existing lease agreement remain in full force and effect. Please ensure that your payments are adjusted accordingly on the dates specified above.

If you have any questions regarding this notice, please contact me at [Phone Number] or [Email Address].

Thank you for being a valued tenant.

Sincerely,

[Landlord/Manager Name]

[Company Name, if applicable]