

[Landlord or Management Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Tenant Name]
[Tenant Address]
[Unit Number]
[City, State, Zip Code]

RE: Notice of Rent Increase Due to Utility Adjustment

Dear [Tenant Name],

This letter serves as formal notice that the monthly rent for the property located at [Property Address] will be increased. This adjustment is necessary due to a significant increase in utility costs (including [list utilities, e.g., water, electricity, gas]) that are currently included in your monthly payment.

Your current monthly rent is \$[Current Amount].

Starting on [Date - must provide 30 or 60 days notice depending on local law], your new monthly rent will be \$[New Amount].

All other terms and conditions of your original lease agreement dated [Lease Start Date] remain in full effect.

Please confirm receipt of this notice and your agreement to the new rent amount by signing and returning a copy of this letter by [Deadline Date].

If you have any questions regarding this change, please contact [Contact Name] at [Phone Number/Email].

Sincerely,

[Signature]

[Printed Name of Landlord/Manager]

Tenant Acknowledgement:

I, [Tenant Name], acknowledge receipt of this notice and agree to the rent increase as stated above.

Signature: _____ Date: _____