

Date: [Date]

To: [Tenant Name]

Address: [Property Address]

Unit: [Unit Number]

Subject: Notice of Rent Increase Due to Utility Adjustment

Dear [Tenant Name],

This letter serves as formal notice regarding a change in your monthly rent. Due to a significant increase in the cost of utilities (including [Water/Sewer/Gas/Electricity]), we are adjusting your rent to reflect these rising operational expenses.

Effective **[Date of Increase]**, your new monthly rent will be **[\$New Rent Amount]**. This is an increase of **[\$Increase Amount]** from your current rate of **[\$Current Rent Amount]**.

All other terms and conditions of your existing lease agreement remain in full effect. Your next payment on [Date] should reflect this new amount.

If you have any questions regarding this adjustment, please contact the management office at [Phone Number] or [Email Address].

Thank you for your continued residency.

Sincerely,

[Management Name/Your Name]

[Property Management Company]

[Contact Information]