

Date: [Date]

Landlord/Property Manager: [Name]

Address: [Address]

Phone: [Phone Number]

Tenant(s): [Tenant Names]

Property Address: [Rental Unit Address]

Subject: Notice of Rent Increase Due to Utility Cost Adjustment

Dear [Tenant Name],

This letter serves as formal notice that the monthly rent for the property located at [Rental Unit Address] will be increased.

The reason for this adjustment is a significant increase in the cost of utilities (including [list utilities, e.g., water, gas, electricity]) provided by the landlord. As per the terms of your lease agreement regarding utility cost adjustments, the rent will be updated to reflect these current market rates.

The changes are as follows:

- Current Monthly Rent: \$[Amount]
- Utility Adjustment Amount: \$[Amount]
- **New Total Monthly Rent: \$[New Total Amount]**

This increase will take effect on **[Effective Date - typically 30 or 60 days from notice]**. All other terms and conditions of your original lease agreement remain in full force and effect.

Please update your payments (including any automatic bank transfers) to reflect the new amount starting on the effective date mentioned above.

If you have any questions regarding this adjustment or wish to review the utility billing statements, please contact me at [Phone Number/Email].

Sincerely,

[Signature]

[Printed Name]