

Date: [Date]

Tenant Name: [Tenant Name]

Property Address: [Property Address]

Subject: Notice of Rent Adjustment - Winter Heating Utility Surcharge

Dear [Tenant Name],

This letter serves as formal notice regarding an adjustment to your monthly rent due to increased seasonal utility costs. As outlined in your lease agreement regarding winter heating provisions, a utility adjustment is required to cover the rising costs of heating during the winter months.

Effective [Date Increase Begins], your new monthly rent amount will be \$[New Total Amount].

Breakdown of Adjustment:

Current Monthly Rent: \$[Current Rent]

Winter Heating Adjustment: \$[Increase Amount]

New Monthly Total: \$[New Total Amount]

This adjustment will remain in effect until [End Date/End of Winter Season], at which time the rent will return to the standard rate of \$[Current Rent], unless otherwise notified.

All other terms and conditions of your original lease agreement remain in full force and effect. Please ensure that your payment for [Month] reflects this new amount.

If you have any questions regarding this adjustment, please contact [Landlord/Property Manager Name] at [Phone Number] or [Email].

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]