

Date: [Date]

To: [Tenant Name]

Property Address: [Full Property Address]

RE: Notice of Lease Renewal and Rent Increase

Dear [Tenant Name],

Your current lease agreement for the property located at [Property Address] is scheduled to expire on [Current Lease End Date].

We are pleased to offer you a renewal of your lease for a new term of [Number of Months] months, beginning on [New Start Date] and ending on [New End Date].

Please be advised that effective [Date of Increase], the total monthly rent for the unit will increase from \$[Current Rent Amount] to \$[New Rent Amount].

Next Steps:

- A copy of this notice has been sent to the [Name of Public Housing Authority] for their review and approval.
- The Housing Authority will determine your specific portion of the new rent amount based on your current income and their payment standards.
- To accept this renewal, please sign and return the enclosed lease agreement by [Deadline Date].

If you do not wish to renew your lease, you must provide written notice of your intent to vacate by [Notice Deadline Date], in accordance with your current lease terms.

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

Sincerely,

[Landlord/Manager Signature]

[Landlord/Manager Printed Name]

[Company Name, if applicable]