

Date: [Current Date]

Tenant Name: [Tenant Name]

Property Address: [Property Address]

City, State, Zip: [City, State, Zip]

Re: 60-Day Notice of Rent Increase

Dear [Tenant Name],

This letter serves as formal notice that the monthly rent for the unit you currently occupy at [Property Address] will be increased. This change is being made in accordance with the terms of your lease agreement and local housing authority regulations.

The current monthly rent is \$[Current Rent Amount].

The new monthly rent will be \$[New Rent Amount].

This increase will take effect on [Effective Date - Must be at least 60 days from date of notice].

Please note that because you are a participant in the Section 8 Housing Choice Voucher program, this rent increase is subject to approval by the [Name of Public Housing Authority]. We have concurrently submitted a copy of this notice and a Request for Tenancy Approval (RFTA) or the appropriate rent adjustment forms to the Housing Authority for their review.

The Housing Authority will calculate your specific portion of the rent based on your current household income and the new contract rent. You will receive a separate notification from the Housing Authority confirming your new tenant rent portion and the new Housing Assistance Payment (HAP) amount.

All other terms and conditions of your existing lease agreement remain in full force and effect.

If you have any questions regarding this notice, please contact me at [Your Phone Number] or [Your Email].

Sincerely,

[Landlord/Property Manager Name]

[Company Name, if applicable]

[Address]

[Phone Number]

cc: [Name of Public Housing Authority]