

Date: [Date]

To: [Tenant Name]

Property Address: [Property Address, Unit Number]

RE: NOTICE OF RENT INCREASE DUE TO ADDITIONAL OCCUPANT

Dear [Tenant Name],

This letter serves as formal notice regarding a change in your monthly rent. As per the terms of your lease agreement dated [Lease Start Date], specifically the section regarding "Additional Occupants," the addition of a new resident to the premises results in an adjustment of the monthly rent amount.

It has been noted that [Name of Additional Occupant] has been added to the household effective [Date of Addition].

Your rent will be adjusted as follows:

- Current Monthly Rent: \$[Amount]
- Additional Occupant Surcharge: \$[Amount]
- **New Total Monthly Rent: \$[Amount]**

This increase will take effect on [Date]. Please ensure that all future payments, starting from the date mentioned above, reflect this new amount.

All other terms and conditions of your original lease agreement remains in full force and effect. Please sign and return the enclosed copy of this notice to acknowledge receipt and acceptance of these terms.

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

Sincerely,

[Landlord/Property Manager Signature]

[Printed Name]

[Company Name, if applicable]

Tenant Acknowledgment:

I, [Tenant Name], acknowledge receipt of this notice and agree to the adjusted rent amount.

Signature: _____ Date: _____