

Date: [Date]

Tenant Name(s): [Tenant Names]

Property Address: [Full Property Address]

RE: NOTICE OF RENT INCREASE DUE TO ADDITIONAL OCCUPANT

Dear [Tenant Names],

This letter serves as formal notice regarding an increase in your monthly rent for the premises located at the address listed above.

Per the terms of your Lease Agreement dated [Original Lease Date], specifically the clause regarding [Section Number/Occupancy Limits], a rent adjustment is applicable when an additional occupant resides in the unit.

It has been acknowledged that [Name of New Occupant] has joined the household effective [Start Date of New Occupant]. Consequently, your monthly rent will be adjusted as follows:

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

This rent increase will take effect on [Effective Date]. Starting on this date, please ensure your payments reflect the new total amount of \$[Amount].

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

If you have any questions regarding this adjustment, please contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Landlord/Manager Name]

[Landlord/Company Name]