

**Date:** [Date]

**Tenant Name:** [Tenant Name/Company Name]

**Property Address:** [Full Property Address]

**Unit Number:** [Unit Number]

Dear [Tenant Name/Representative Name],

This letter serves as formal notice regarding a change in the monthly rent for the corporate housing unit listed above. Due to [Reason for increase: e.g., rising operational costs/market adjustments], the rent will be adjusted.

Effective **[Effective Date of Increase]**, your new monthly rent will be **[\$[New Rent Amount]]**. This is an increase of **[\$[Amount of Increase]]** from your current rate of **[\$[Current Rent Amount]]**.

All other terms and conditions of your existing rental agreement remain in full force and effect. Please confirm your acceptance of this new rate by replying to this email or signing and returning a copy of this notice by [Deadline Date].

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

Thank you for your continued business.

Sincerely,

[Your Name/Property Manager Name]

[Company Name]

[Phone Number]