

Notice of Rent Due Date Modification

Date: [Insert Date]

Dear [Tenant's Name],

We hope this message finds you well. We want to inform you that there has been a modification in the rent due date for your apartment located at [Apartment Address].

Starting from [New Date], the rent will be due on the [New Due Date] of each month. This change is being made to better align with our billing cycles and improve the overall payment process.

Please update your records accordingly. Should you have any questions or require further clarification, feel free to reach out to us.

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Position]

[Company Name or Management Office]

[Contact Information]