

# Formal Notice for Rent Adjustment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Tenant's Name]

[Tenant's Address]

[City, State, Zip Code]

Dear [Tenant's Name],

This letter serves as a formal notice regarding the adjustment of rent for the property located at [Property Address]. Effective [Effective Date], the monthly rent will be adjusted to [New Rent Amount].

The reason for this adjustment is [Brief Explanation].

Please ensure that the new rent amount is reflected in your next payment. Should you have any questions or wish to discuss this adjustment further, feel free to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title, if applicable]