

New Leasing Terms Documentation

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Subject: New Leasing Terms Notification

Dear [Tenant's Name],

We hope this message finds you well. We are writing to inform you about the updated leasing terms for your rental property located at [Property Address]. The new terms will take effect on [Effective Date].

Updated Terms:

- Monthly Rent: \$[New Rent Amount]
- Lease Duration: [New Lease Duration]
- Security Deposit: \$[New Deposit Amount]
- Utilities: [New Utility Terms]

We believe these adjustments will help us maintain the property and continue providing you with the best living experience possible.

Please review the new terms and feel free to reach out if you have any questions or concerns. We would appreciate your acknowledgment of this letter by [Acknowledgment Date].

Thank you for your cooperation.

Sincerely,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]