

Rental Cost Adjustment Notification

Date: [Insert Date]

Tenant Name: [Insert Tenant Name]

Tenant Address: [Insert Tenant Address]

Dear [Insert Tenant Name],

We hope this message finds you well. We are writing to inform you of an adjustment to your rental cost for the property located at [Insert Property Address]. Effective [Insert Effective Date], your new monthly rental amount will be [Insert New Rental Amount].

This adjustment is due to [insert reason for adjustment, e.g., increased property taxes, higher maintenance costs, etc.]. We appreciate your understanding and cooperation in this matter.

If you have any questions or would like to discuss this adjustment further, please do not hesitate to contact us at [Insert Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]

[Your Company Name]