

Notice of Proposed Rent Change

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

This letter serves as formal notice regarding a proposed change in your rent for the property located at [Property Address]. Effective [Proposed Effective Date], the monthly rent will change from [Current Rent Amount] to [New Rent Amount].

The reason for this change is [Brief Explanation of the Reason]. We appreciate your understanding and cooperation regarding this adjustment.

If you have any questions or would like to discuss this matter further, please feel free to contact me at [Your Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Contact Information]