**EMAIL TEMPLATE**

**RENT INCREASE NOTICE**

**[LANDLORD'S NAME]**

**[STREET ADDRESS]**

**[CITY, STATE, ZIP CODE]**

**[TELEPHONE]**

**[E-MAIL]**

Date: **[DATE OF THIS NOTICE]**

**RE: YOU HAVE** **[#] DAYS TO RESPOND TO THIS LETTER**

Dear **[TENANT'S NAME],**

This Rent Increase Notice shall be deemed as official notice has been given to you, the Tenant, in accordance with the lease agreement signed between the parties that started on **[LEASE START DATE].**

This notice will act as an addendum to the original lease with that amends the monthly rent amount and shall increase to **$****[NEW RENT AMOUNT].** This increase shall take effect immediately with the new amount due on **[DATE WHEN NEW RENT AMOUNT STARTS].**

All other terms and conditions of the original lease shall remain in effect. If you, as the Tenant, do not accept the terms of this change then you may terminate this Agreement and vacate the Premises.

If you should have any questions or would like to discuss the rent increase, feel free to contact me at any time.

**Landlord’s Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CERTIFICATE OF SERVICE**

I, **[SENDER'S NAME]**, served the attached Rent Increase Notice on **[DATE OF SERVICE].**

I served the Eviction Notice by: (check one)

[ ]  - Delivering a copy to a tenant or occupant named on Eviction Notice. This person’s name is **[RECIPIENT'S NAME].**

[ ]  - Leaving a copy with a person who is at least 13 years old and is an occupant who is not named in the Eviction Notice. This person's name is **[RECIPIENT'S NAME].**

[ ]  - Sending a copy by certified/registered mail, with return receipt from the addressee (USPS green card is attached).

[ ]  - Posting a copy on the property by: (check one)

[ ]  - Posting on the door.

[ ]  - Sliding underneath the door.

[ ]  - Other. **[OTHER]**

**Sender’s Signature**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_