**LETTER TEMPLATE**

**RENT INCREASE NOTICE**

Christine Chloe  
15TH Street Avenue  
House No. 13.

Dear tenant,

This notice letter sent on **[Date],** marks the official notice for our intention to raise the monthly rent for the house you currently occupy **[House Address].** The landlord, Mr. Steve Branson, will affect the increment from the current **[Current Rent] $359** to **[New Rent] $400.** The rental payment will be due before the seventh day of every month.

Kindly note that the new increment will affect as from the **[Date]** 1st of February 20XX. If at all you don’t accept the increase in rent under the terms of this notice, you can notify us through email latest by **[Date]** 31st December 20XX. After the deadline, no comments, views or concerns will be heard. Also, be informed that all the initial tenancy agreements will continue to remain valid even after the increment.

Thank you very much for being a responsible tenant. We would wish you to continue with your tenancy.

Sincerely,

Landlord's signature  
  
Date