[Date]

[Tenant’s name]

[Tenant’s address]

[Tenant’s address]

[Town/City] [Post Code]

Email: [insert Tenant’s email]

Dear [Tenant name/s]

**Re: Tenancy at [insert property address]**

We are writing to advise under the Residential Tenancies Act 1986 that this letter serves as written notice of a rent increase at the above property.

The current weekly rent is: [insert amount].

The new weekly rental will be [insert amount]. The new weekly rent will be payable from [enter date]\*

Please feel free to contact me if you have any questions about this increase.

Yours sincerely

Property Manager’s Name

**Title**

**Delivery of notice:**

By (tick):

|  |  |
| --- | --- |
|  | If this notice is sent by post – we have allowed 3 extra working days for the postal service. |
|  | If this notice has been placed into your letterbox, we have allowed 1 extra working day. |
|  | If this notice has been sent to you by email, we have allowed 1 extra working day. |