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RE: Notice to Tenants of Change in Rent

Dear Tenant,

I am writing to inform you that effective _____, your rental payment amount will change for the following premises:

Currently, you are paying \$2 (two US dollars) each month. Effective on _____, your new monthly rental payment will be increased to **\$2** (two US dollars). The total change in your rent payment will be an increase of \$0.00 (zero US dollar). All other terms of your tenancy shall remain as presently in effect.

If you have any questions or concerns regarding this change, please feel free to contact me at _____ or _____.

Best,
