

Notice of Unauthorized Vehicle Parking

Date: [Insert Date]

To Whom It May Concern,

This notice is to inform you that your vehicle, with license plate number [Insert License Plate], has been parked in a designated unauthorized area on [Insert Date and Time].

Please be advised that parking in this area is prohibited and may result in further action, including the potential towing of your vehicle at your expense.

We advise you to remove your vehicle immediately to avoid any complications.

Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]
[Your Title/Position]
[Your Contact Information]