

Vehicle Parking Arrangement

Date: [Insert Date]

Dear [Tenant's Name],

We are pleased to inform you of your allocated vehicle parking arrangement at [Property Name/Address]. Please find the details of your designated parking space below:

- **Parking Space Number:** [Number]
- **Location:** [Specific Location]
- **Access Hours:** [Access Hours]

Please ensure that you park your vehicle in the designated space to avoid any inconvenience. If you have any questions or require further assistance, feel free to contact the management office at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Property Management Company Name]

[Contact Information]