

# Parking Space Reallocation Notification

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We would like to inform you that there will be a reallocation of parking spaces in your residential area. This decision has been made to improve the overall parking experience for all tenants.

Your new parking space will be [Insert New Parking Space Number/Location], effective [Insert Effective Date]. Please ensure to use the new parking space starting on this date.

If you have any questions or concerns regarding this change, please do not hesitate to reach out to us at [Insert Contact Information].

Thank you for your understanding and cooperation.

Sincerely,

[Your Name]

[Your Position]

[Company/Management Name]

[Contact Information]