

# Parking Violation Warning

Date: [Insert Date]

To Whom It May Concern,

This letter serves as a warning regarding a parking violation that occurred on [Insert Violation Date] at [Insert Location]. Our records indicate that your vehicle, with license plate number [Insert License Plate Number], was parked in violation of the posted regulations.

The specific violation was as follows:

- [Insert Violation Details]

Please be advised that repeated violations may result in additional penalties, including fines and potential towing of the vehicle. We encourage you to comply with all parking regulations to avoid further action.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]