

Parking Offense Notification

Date: [Insert Date]

To: [Resident's Name]

Address: [Resident's Address]

Dear [Resident's Name],

This letter serves as a formal notification regarding repeated parking violations associated with your vehicle, license plate number [Insert License Plate Number]. Our records indicate that you have incurred multiple parking offenses in our community.

Specifically, the following violations have been recorded:

- Date: [Insert Date 1] - Offense: [Describe Offense]
- Date: [Insert Date 2] - Offense: [Describe Offense]
- Date: [Insert Date 3] - Offense: [Describe Offense]

As a reminder, compliance with the community's parking regulations is essential for maintaining a safe and accessible environment for all residents. Continued violations may result in additional penalties, including fines or towing of the vehicle.

We appreciate your cooperation in resolving this matter promptly. Please ensure that your vehicle is parked in accordance with community guidelines moving forward.

If you have any questions or wish to discuss this matter further, please do not hesitate to contact us at [Insert Contact Information].

Sincerely,

[Your Name]

[Your Title]

[Community/Management Name]