

Formal Complaint About Illegal Parking

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I am writing to formally express my concern regarding the ongoing illegal parking situation caused by your vehicle. My residence is located at [Your Address], and I have observed that your vehicle is frequently parked in a manner that obstructs [specific area, e.g., the driveway, sidewalk, etc.].

This situation has caused significant inconvenience, including [mention specific issues caused, e.g., difficulty accessing my driveway, safety hazards, etc.]. I have attempted to resolve this matter amicably by [mention any previous actions taken, e.g., speaking directly with the neighbor], but unfortunately, the situation has not improved.

I kindly request that you take the necessary steps to ensure that your vehicle is parked legally and does not obstruct access to my property or the public passageways. I hope we can resolve this matter promptly to avoid further action.

Thank you for your attention to this issue. I look forward to your cooperation.

Sincerely,

[Your Name]