

FINAL DEMAND NOTICE

Date: [Insert Date]

[Debtor Name]

[Debtor Address]

[City, State, Zip Code]

RE: FINAL NOTICE OF DELINQUENT PARKING ACCOUNT

Account Number: [Insert Account Number]

Vehicle Plate Number: [Insert Plate Number]

Total Amount Due: \$[Insert Amount]

Dear [Debtor Name],

This letter serves as a formal final demand for payment regarding your outstanding parking balance. Despite previous notifications, our records indicate that your account remains unpaid and is now severely delinquent.

The total balance of \$[Insert Amount] includes all original citations, late fees, and administrative penalties. You are hereby required to remit full payment within [Insert Number, e.g., 10] days of the date of this letter.

Failure to settle this debt immediately may result in the following actions:

- Transfer of your account to a third-party collection agency.
- Reporting of this delinquency to national credit bureaus.
- Vehicle immobilization (booting) or towing.
- Registration holds with the Department of Motor Vehicles (DMV).

Please make your payment via [Insert Payment Method, e.g., Website URL, Phone Number, or Mailing Address].

If you have already made this payment, please disregard this notice and provide proof of payment to our office to update our records.

Sincerely,

[Your Name/Department Name]

[Company/Organization Name]

[Contact Phone Number]