

## **FINAL NOTICE OF RESOLUTION**

Date: [Insert Date]

To: [Tenant Name]

Address: [Unit Number/Address]

Parking Space: [Space Number/ID]

RE: FINAL RESOLUTION OF OUTSTANDING PARKING ARREARS

Dear [Tenant Name],

This letter serves as a formal notification regarding the outstanding balance for your parking fees associated with the property located at [Property Name/Address].

As of [Insert Date], our records indicate an unpaid balance of \$[Insert Amount]. Despite previous notices sent on [List Dates of Previous Notices], we have not received the full payment required to bring your account into good standing.

### **Required Action:**

To resolve this matter and avoid further action, you must pay the total amount of \$[Insert Amount] by no later than [Insert Deadline Date].

### **Consequences of Non-Payment:**

Failure to remit payment by the aforementioned date will result in the following actions:

- Immediate termination of your parking privileges.
- Towing or immobilization of any vehicle found in the designated space at the owner's expense.
- Referral of the debt to a third-party collection agency.
- Legal action to recover the debt and associated legal fees.

Please submit your payment via [Insert Payment Method - e.g., Online Portal, Certified Check, Money Order] immediately.

If you believe this notice has been sent in error, or if you wish to discuss a short-term payment plan, you must contact the management office at [Phone Number] or [Email Address] before the deadline stated above.

Sincerely,

[Your Name/Property Manager Name]

[Management Company Name]