

[Date]

[Resident Name]

[Address/Unit Number]

[City, State, Zip Code]

RE: NOTICE OF GRACE PERIOD EXPIRATION - Revised Guest Parking Regulations

Dear Resident,

This letter serves as a formal reminder that the grace period for the newly implemented Guest Parking Regulations is scheduled to expire on **[Expiration Date]**.

Since **[Original Effective Date]**, we have provided a transition period to allow all residents and their guests to become familiar with the updated rules. Starting **[Full Enforcement Date]**, all guest parking regulations will be strictly enforced without further warnings.

Key Regulations Reminder:

- [Regulation 1: e.g., All guests must register via the online portal.]
- [Regulation 2: e.g., Guest parking is limited to 24 consecutive hours.]
- [Regulation 3: e.g., Valid permits must be displayed on the dashboard.]

Please ensure your visitors are aware of these requirements. Vehicles found in violation after the grace period expires may be subject to [fines/towing/booting] at the vehicle owner's expense.

If you have any questions regarding these policies or need assistance with guest registration, please contact the Management Office at [Phone Number] or [Email Address].

Thank you for your cooperation in maintaining an organized parking environment for all residents.

Sincerely,

[Your Name/Property Manager Name]

[Property Name/Association Name]