

Date: [Insert Date]

To: All Residents and Tenants

From: [Management Name/Homeowners Association]

Subject: NOTICE OF REVISED OVERNIGHT GUEST PARKING REGULATIONS

Dear Resident,

Please be advised that effective [Insert Effective Date], the policies regarding overnight guest parking at [Insert Property Name] have been revised. These changes are being implemented to ensure fair access to parking spaces and to improve security within the community.

New Overnight Parking Rules:

- **Authorized Hours:** Overnight parking regulations are in effect from [Insert Start Time, e.g., 10:00 PM] to [Insert End Time, e.g., 7:00 AM] daily.
- **Registration Requirement:** All guest vehicles parked overnight must be registered through [Insert Method: e.g., the online portal, the management office, or a physical permit].
- **Duration Limits:** Guests are permitted to park for a maximum of [Insert Number] consecutive nights.
- **Frequency Limits:** The same vehicle may not be registered for guest parking more than [Insert Number] times per month.
- **Designated Areas:** Guests must park only in spaces marked [Insert Marking: e.g., "Visitor" or "Guest"]. Parking in resident-assigned spots is strictly prohibited.

Enforcement:

Vehicles found in violation of these revised regulations after the effective date may be subject to [Insert Penalty: e.g., ticketing, booting, or towing at the vehicle owner's expense].

If you have any questions regarding these changes or need assistance with the registration process, please contact the management office at [Insert Phone Number] or [Insert Email Address].

Thank you for your cooperation in keeping our community organized and accessible.

Sincerely,

[Your Name/Signature]

[Your Title]

[Property Management Company/Association Name]