

DATE: [Insert Date]

TO: Owner/Occupant of [Insert Address or Vehicle Location]

NOTICE: WARNING OF ABANDONED VEHICLE

This formal notice is to inform you that the vehicle described below has been identified as abandoned or parked in violation of local ordinances/property rules at the following location:

LOCATION: [Insert Specific Location/Parking Space Number]

VEHICLE DETAILS:

Make: [Insert Make]

Model: [Insert Model]

Color: [Insert Color]

License Plate: [Insert Plate Number]

VIN (if visible): [Insert VIN]

The vehicle is considered abandoned due to the following reason(s):

- Expired registration/tags
- Inoperable condition (flat tires, broken glass, etc.)
- Parked in a restricted zone
- Stationary for more than [Number] consecutive days

REQUIRED ACTION:

You are hereby notified that this vehicle must be moved or repaired to a compliant state within [Number, e.g., 48 or 72] hours from the date of this notice.

FAILURE TO COMPLY:

If the vehicle is not moved or brought into compliance by [Insert Deadline Date and Time], it will be towed and impounded at the owner's expense. Additional fines or storage fees may apply.

If you believe this notice was issued in error, please contact the undersigned immediately.

Sincerely,

[Your Name/Organization]

[Your Phone Number]

[Your Email Address]