

NOTICE OF INTENT TO TOW AND REMOVE VEHICLE

Date: [Insert Date]

To the Owner/Occupant of the vehicle described below:

Vehicle Description:

Make: [Insert Make]

Model: [Insert Model]

Color: [Insert Color]

License Plate Number: [Insert Plate Number]

State: [Insert State]

Location: [Insert Specific Location/Parking Stall Number]

This notice is being issued because the vehicle listed above is currently in violation of [Property Name/City Ordinance] regulations regarding abandoned vehicles. Specifically:

- The vehicle has expired registration tags (Date expired: [Insert Date]).
- The vehicle appears to be abandoned or inoperable.

REQUIRED ACTION:

You are hereby notified that you have [Insert Number, e.g., 48 or 72] hours from the date and time of this notice to either update the vehicle's registration or remove the vehicle from the premises.

Failure to comply with this notice will result in the vehicle being towed and impounded at the owner's expense. Once towed, you will be responsible for all towing fees, storage fees, and administrative costs.

If you believe this notice has been issued in error, please contact the management office immediately at [Insert Phone Number].

Sincerely,

[Your Name/Property Management Name]

[Contact Information]