

## **FINAL NOTICE: INTENT TO REMOVE ABANDONED VEHICLE**

**Date:** [Insert Date]

**To:** Owner/Occupant of the Vehicle described below

### **Vehicle Information:**

Make: [Insert Make]

Model: [Insert Model]

Color: [Insert Color]

License Plate: [Insert Plate Number]

VIN (if visible): [Insert VIN]

Location: [Insert Specific Location/Address]

This is a formal final notice regarding the vehicle described above, which has been identified as abandoned on this property. Previous requests to remove or move this vehicle have not been followed.

Notice is hereby given that if this vehicle is not removed from the premises by **[Insert Deadline Date and Time]**, it will be towed and impounded at the owner's expense.

Once the vehicle is removed, the owner will be responsible for all costs associated with:

- Towing and transportation fees
- Daily storage charges
- Administrative processing fees

If you believe this notice has been issued in error, or if you intend to remove the vehicle before the deadline, please contact the undersigned immediately.

**Contact Person:** [Insert Name/Office]

**Phone Number:** [Insert Phone Number]

**Email:** [Insert Email Address]

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Company Name]