

FINAL NOTICE BEFORE VEHICLE TOWING

Date: [Insert Date]

TO: Owner/Operator of the vehicle described below

VEHICLE INFORMATION:

Make/Model: [Insert Make/Model]

Color: [Insert Color]

License Plate: [Insert Plate Number]

VIN: [Insert VIN, if known]

Location: [Insert Specific Parking Spot or Area]

NOTICE OF VIOLATION:

This vehicle is currently in violation of parking regulations for the following reason(s):

- ☐ Unauthorized parking
- ☐ Expired registration/tags
- ☐ Inoperable/Abandoned condition
- ☐ Blocking access/Fire lane
- ☐ Other: [Insert Description]

FINAL WARNING:

This serves as your final warning. You are required to move this vehicle or correct the violation(s) listed above by **[Insert Time]** on **[Insert Date]**.

Failure to comply will result in the vehicle being towed and impounded at the owner's expense. Once towed, the vehicle may be recovered at:

Towing Company Name: [Insert Name]

Address: [Insert Address]

Phone Number: [Insert Phone Number]

Daily storage fees will apply once the vehicle is in the possession of the towing company.

Contact Information:

If you believe this notice has been issued in error, contact [Insert Department/Name] at [Insert Phone Number] immediately.

Sincerely,

[Your Name/Property Management Name]