

[Date]

[Resident Name]

[Unit Number/Address]

[City, State, Zip Code]

Subject: NOTICE OF PARKING PERMIT REVOCATION

Dear [Resident Name],

This letter serves as formal notification that your parking permit for the vehicle listed below has been revoked, effective [Date of Revocation].

Vehicle Information:

Make/Model: [Vehicle Make/Model]

License Plate: [License Plate Number]

Permit Number: [Permit Number]

Our records indicate that the vehicle registration for this automobile has expired as of [Expiration Date]. According to the [Property Name/Association] parking policy, all vehicles parked on the premises must maintain valid and current state registration at all times. Failure to maintain active registration is a violation of the parking agreement and results in the immediate cancellation of parking privileges.

Action Required:

- The revoked permit is no longer valid for use on this property.
- The vehicle must be removed from the parking facilities by [Time] on [Date] to avoid towing at the owner's expense.
- To reinstate your parking permit, you must provide proof of updated registration to the [Management Office/Security Office].

If you have already renewed your registration, please present the updated documentation immediately so we may update our records and restore your permit status.

Sincerely,

[Your Name/Property Manager Name]

[Property Name]

[Contact Phone Number]

[Email Address]