

DATE: [Insert Date]

TO: [Property Owner/Resident Name]

ADDRESS: [Insert Property Address]

SUBJECT: WARNING OF EXPIRED REGISTRATION AND INOPERABLE VEHICLE

Dear [Name],

This letter serves as a formal warning regarding the following vehicle parked on your property:

- **Make/Model:** [Insert Make/Model]
- **Color:** [Insert Color]
- **License Plate:** [Insert Plate Number]

It has been observed that the aforementioned vehicle has an expired registration and/or appears to be in an inoperable condition. According to [Local Ordinance/Homeowner Association Rules], all vehicles parked on the premises must maintain current registration and be in working order.

Required Action:

Please bring the vehicle into compliance by renewing the registration, repairing it to an operable state, or removing it from the property by [Insert Deadline Date].

Failure to rectify this situation by the date listed above may result in further action, including fines or the towing of the vehicle at the owner's expense.

If you believe this warning has been issued in error, or if the vehicle has already been addressed, please contact [Name/Department] at [Phone Number] immediately.

Thank you for your prompt cooperation.

Sincerely,

[Your Name/Title]

[Organization Name]