

DATE: [Insert Date]

TO: [Property Owner/Resident Name]

ADDRESS: [Insert Property Address]

RE: NOTICE OF INTENT TO TOW RECREATIONAL VEHICLE (RV)

Dear [Name],

This letter serves as formal notice regarding the Recreational Vehicle (RV) currently parked at the address mentioned above. Our records indicate that this vehicle is in violation of the following rule/ordinance:

VIOLATION DETAILS:

Vehicle Description: [Year, Make, Model, Color]

License Plate: [Plate Number]

Location: [Specific location on property/street]

Reason for Violation: [e.g., Parked over 72 hours, blocking sidewalk, prohibited storage]

You are hereby requested to remove the vehicle or correct the violation by **[Insert Date]** at **[Insert Time]**.

FAILURE TO COMPLY:

If the vehicle is not moved or the violation is not resolved by the deadline stated above, the vehicle will be towed and impounded at the owner's expense without further notice. All towing fees, storage fees, and administrative costs will be the responsibility of the vehicle owner.

To avoid towing, please ensure the vehicle is moved to a legal location immediately.

If you have questions or believe this notice was sent in error, please contact [Department/Name] at [Phone Number] or [Email Address] during business hours.

Sincerely,

[Your Name/Organization Name]

[Title]

[Phone Number]