

Date: [Insert Date]

To Resident/Owner: [Insert Name]

Address: [Insert Property Address]

NOTICE OF PARKING VIOLATION: UNAUTHORIZED RECREATIONAL VEHICLE

Dear [Insert Name],

This letter serves as a formal notice regarding a recreational vehicle (RV) currently parked at your property or in the common areas associated with your address.

Vehicle Description:

Make/Model: [Insert Make/Model]

License Plate: [Insert Plate Number]

Location: [Insert Specific Location]

According to [Insert Association Name/City Ordinance] rules, the parking of guest recreational vehicles is prohibited or limited by the following policy: [Insert Specific Rule Number or Description].

Required Action:

Please have the unauthorized vehicle removed by [Insert Time] on [Insert Date].

Failure to remove the vehicle within the specified timeframe may result in further action, including but not limited to:

- Fines of \$[Insert Amount] per day.
- Towing of the vehicle at the owner's expense.
- Loss of community privileges.

If you believe this notice was sent in error or if you require a temporary extension for a specific reason, please contact [Insert Contact Name] at [Insert Phone Number/Email] immediately.

Thank you for your prompt attention to this matter and for helping maintain our community standards.

Sincerely,

[Your Name/Organization Name]

[Title]

[Phone Number]