

SECOND NOTICE OF VIOLATION

Date: [Insert Date]

To: [Vehicle Owner Name/Tenant Name]

Address/Unit: [Insert Unit Number]

Vehicle Plate: [Insert License Plate Number]

Subject: Second Notice - Electric Vehicle Charging Station Violation

Dear [Owner/Tenant Name],

This is a formal follow-up to the initial notice sent on [Date of First Notice] regarding a violation of the Electric Vehicle (EV) Charging Station policies at [Property Name/Location].

Our records and recent inspections indicate that the following violation has reoccurred or remains unresolved:

- ☐ Parking a non-electric vehicle in an EV charging stall.
- ☐ Exceeding the posted time limit for charging.
- ☐ Vehicle remained parked in the stall after charging was complete.
- ☐ Use of an unauthorized or damaged charging cable/adaptor.
- ☐ Other: [Specify Violation]

Violation Details:

Date of Occurrence: [Date]

Time of Occurrence: [Time]

As per the community rules and regulations, these stalls are reserved exclusively for active electric vehicle charging. Failure to comply with these rules limits access for other residents and users.

Required Action:

Please ensure your vehicle is moved immediately and that future use of the charging stations strictly adheres to the posted guidelines.

Notice of Potential Penalty:

Please be advised that further violations may result in [fines/towing at the owner's expense/suspension of charging privileges] as outlined in your [Lease Agreement/HOA Bylaws].

If you believe this notice has been sent in error, please contact the Management Office at [Phone Number] or [Email Address] within [Number] days.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Property Manager Name]
[Property Management Company/HOA Board Name]