

## **NOTICE OF IMPROPER PARKING / WARNING**

**Date:** [Insert Date]

**Location:** [Insert Property Name/Address]

### **VEHICLE INFORMATION:**

Make/Model: [Insert Make/Model]

Color: [Insert Color]

License Plate: [Insert Plate Number]

State: [Insert State]

Dear Vehicle Owner/Operator,

Your vehicle is currently parked in violation of the parking regulations for this commercial property. Our records or observations indicate the following violation:

- Parking in a designated fire lane or loading zone.
- Parking in a reserved or numbered space without authorization.
- Blocking entrances, exits, or trash receptacles.
- Parking across multiple stalls.
- Unauthorized overnight parking.
- Expired registration or inoperable condition.

### **ACTION REQUIRED:**

Please move your vehicle immediately to a legal parking space. Failure to comply with this notice may result in the vehicle being towed at your expense and/or the loss of parking privileges on this property.

This is your formal warning. If you believe this notice was issued in error, please contact the Management Office at [Insert Phone Number] immediately.

Thank you for your cooperation.

Sincerely,

Property Management  
[Company Name]  
[Contact Information]