

Date: [Insert Date]

To: [Owner/Resident Name]

Address: [Insert Address]

Vehicle Details: [Make/Model/License Plate Number]

SUBJECT: FINAL WARNING - REPEATED PARKING VIOLATIONS

Dear [Name],

This letter serves as a formal and final warning regarding your repeated failure to comply with the parking regulations at [Property Name/Location].

Our records indicate that you have received prior notifications on the following dates for improper parking:

- [Date of 1st Violation] - [Description, e.g., Parking in Fire Lane]
- [Date of 2nd Violation] - [Description, e.g., Blocking Access Ramp]

Despite these previous warnings, your vehicle was again found in violation on [Date of Most Recent Incident] at [Time]. Specifically, the vehicle was [Describe violation, e.g., parked in a designated No Parking zone].

Please be advised that this behavior will no longer be tolerated. This is your **final notice**. Any further parking violations will result in immediate action without further warning, which may include:

- The vehicle being towed at the owner's expense.
- The application of a vehicle immobilizer (boot).
- Revocation of parking privileges on this property.
- Fines or legal action as outlined in your [Lease Agreement/Bylaws].

We ask for your immediate cooperation in ensuring that your vehicle is parked only in authorized areas. If you have any questions regarding valid parking zones, please contact [Department/Contact Name] at [Phone Number].

Sincerely,

[Your Name/Signature]

[Title/Position]

[Company/Property Management Name]