

**Date:** [Insert Date]

**Subject:** Notice of Seasonal Motorcycle Parking Regulations

Dear Resident/Tenant,

As the winter season approaches, we are writing to inform you of the upcoming changes to motorcycle parking regulations at [Property Name/Location].

Please be advised of the following seasonal rules:

- **Effective Date:** Seasonal regulations will begin on [Start Date] and remain in effect until [End Date].
- **Designated Parking Areas:** During this period, all motorcycles must be parked in [Specific Location, e.g., the lower level garage / designated North lot].
- **Prohibited Areas:** Motorcycles are strictly prohibited from parking in [Specific Areas, e.g., street-side spaces / guest parking] to allow for snow removal and maintenance.
- **Storage Requirements:** If you plan to store your motorcycle for the entire season, it must [Requirement, e.g., have a fitted cover / be registered with the office].

Please ensure your vehicle is moved to the appropriate area by [Deadline Date]. Vehicles remaining in restricted zones after this date may be subject to fines or towing at the owner's expense.

We appreciate your cooperation in helping us keep the premises clear and safe during the winter months.

If you have any questions, please contact the management office at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Property Management]  
[Company Name]