

Date: [Insert Date]

To: All Visitors and Guests

Subject: Notice of Visitor Motorcycle Parking Regulations

Dear Visitor,

To ensure the safety and accessibility of our premises, we would like to remind all visitors of the official motorcycle parking regulations at [Insert Location/Property Name].

Please adhere to the following rules when parking your motorcycle:

- **Designated Areas:** Motorcycles must only be parked in the areas specifically marked for motorcycles. Do not park in car bays, fire lanes, or hatched "no parking" zones.
- **Permits:** [Insert "A temporary visitor permit is required" OR "No permit is required for short-term stays"].
- **Security:** All motorcycles are parked at the owner's risk. We recommend using a disc lock or chain.
- **Obstructions:** Do not park in a manner that obstructs sidewalks, building entrances, or emergency exits.

Please note that any motorcycles found in violation of these regulations may be subject to [Insert consequence, e.g., ticketing, clamping, or towing at the owner's expense].

We appreciate your cooperation in keeping our facility organized and safe for everyone.

Sincerely,

[Your Name/Management Name]

[Property/Company Name]

[Contact Information]