

Date: [Insert Date]

To All Residents of [Insert Property Name/Address],

Subject: Notice Regarding Vehicle Maintenance and Car Washing

This letter serves as a formal reminder regarding the property rules and regulations concerning vehicle maintenance and car washing on the premises.

To maintain the cleanliness of the property, prevent environmental runoff, and ensure the safety of all residents, the following activities are strictly prohibited in all common areas, parking lots, and carports:

- **Auto Repair:** No mechanical work, oil changes, brake repairs, or any other form of vehicle maintenance is permitted on-site.
- **Car Washing:** Detailed washing, rinsing, or waxing of vehicles is not allowed on the property.
- **Fluid Spills:** Residents are responsible for ensuring their vehicles do not leak oil, coolant, or other fluids onto the pavement.

Any vehicle found undergoing repairs or being washed on the premises may be subject to fines or towing at the owner's expense. We encourage residents to use local commercial car washes and certified repair shops for these services.

We appreciate your cooperation in keeping our community clean and professional.

Sincerely,

[Your Name/Property Manager Name]  
[Property Management Office]  
[Contact Phone Number]