

FINAL WARNING: NOTICE OF INTENT TO TOW

Date: [Insert Date]

TO: Owner/Occupant of [Insert Property Address/Unit Number]

VEHICLE INFORMATION:

Make: [Insert Make]

Model: [Insert Model]

Color: [Insert Color]

License Plate: [Insert Plate Number]

Dear Vehicle Owner,

This is a final formal notice regarding the vehicle described above, which is currently parked in violation of [Insert Property Name/Homeowners Association] rules and regulations.

Reason for Violation:

[Insert Reason, e.g., Expired Tags, Parked in Fire Lane, Unauthorized Space, Inoperable Vehicle]

Despite previous warnings, the vehicle remains on the premises in violation of the parking policy. You are hereby notified that you have **[Insert Number of Hours/Days]** from the date and time of this notice to remove the vehicle or correct the violation.

Failure to comply by [Insert Deadline Date and Time] will result in the vehicle being towed at the owner's sole expense and risk.

If the vehicle is towed, it will be taken to the following impound location:

Towing Company Name: [Insert Name]

Phone Number: [Insert Phone Number]

Address: [Insert Address]

Please govern yourself accordingly to avoid the costs associated with towing and storage fees.

Sincerely,

[Your Name/Property Management Name]

[Phone Number]

[Email Address]