

[Date]

[Homeowner Name]

[Property Address]

[City, State, Zip Code]

**Subject: Notice Regarding Visitor Parking Regulations**

Dear Homeowner/Resident,

This letter serves as a reminder regarding the visitor parking rules and regulations within the [Name of HOA] community. To ensure that there is adequate parking available for all guests and to maintain the safety and aesthetics of our neighborhood, please adhere to the following guidelines:

- **Visitor Access:** Visitor parking spaces are strictly reserved for guests of residents. Residents are prohibited from parking personal vehicles in these designated spots.
- **Time Limits:** Guests may park in visitor spaces for a maximum of [Number] consecutive hours/days.
- **Permits:** [Any guest vehicle staying overnight must display a valid visitor permit on the dashboard.]
- **Prohibited Parking:** Parking on the grass, blocking fire hydrants, or obstructing sidewalks is strictly prohibited.

Failure to comply with these rules may result in [fines/towing of the vehicle at the owner's expense] as outlined in the association's governing documents.

We appreciate your cooperation in keeping our community organized and accessible. If you have any questions or need to request a temporary parking pass, please contact the HOA Board at [Phone Number/Email].

Sincerely,

[Your Name/Name of Board Member]

[Title/Position]

[Name of HOA Board/Management Company]