

Date: [Insert Date]

TO: Owner/Driver of Vehicle [Insert Vehicle Make/Model]

License Plate: [Insert Plate Number]

NOTICE OF PARKING VIOLATION

Dear Vehicle Owner/Driver,

This letter serves as a formal notice that your vehicle was found parked in a space reserved exclusively for persons with disabilities at [Insert Location/Address] on [Insert Date] at [Insert Time].

At the time of this observation, your vehicle did not display a valid state-issued handicap placard or license plate. Parking in these designated spaces without authorization is a violation of [Insert Local Ordinance or ADA Regulations].

These spaces are essential for providing accessibility to individuals with limited mobility. By parking here illegally, you are creating a significant hardship for those who rely on these accommodations.

Please take note of the following:

- This is a formal warning regarding your parking behavior.
- Future violations may result in your vehicle being towed at your expense.
- Fines for unauthorized handicap parking can range from \$[Insert Amount] to \$[Insert Amount].

We request your immediate cooperation in respecting designated parking regulations to ensure accessibility for all members of our community.

Sincerely,

[Your Name/Organization Name]

[Your Title/Department]

[Contact Information]