Date:

The Managing Committee members,

.................Cooperative Housing Society Ltd.

Address: …………………..........................

 **Subject: Request for Parking Space**

Sir,

I Shri...................... member of..................... Cooperative Housing Society Ltd., holding flat no.............. located at.

This is for your kind information that I have purchased a four-wheeler which would like to park in the society premises. I request you to allot me parking space to park the same.

I agree to pay the parking charges as per the decision taken by the General Body and shall use the allotted parking space for the purpose of parking only.

I will also follow the rules and regulations framed by the society regarding parking of vehicles and abide by the decision of the Managing Committee regarding the allotment of parking space.

Looking forward to a positive response.

Thanking you.

Yours Faithfully,

(Member's signature)