
Please use your company's letterhead
Please send two copies directly to
Authorized Parking Only Ltd.
45-173 Advance Blvd.
Brampton, Ontario, L6T 4Z7

PLEASE DO NOT SEND THEM TO THE TOWN OF MARKHAM

{Date}

Town of Markham
By-Law Enforcement & Licencing
Attention: Ms. Cheryl Dubar
101 Town Centre Blvd.
Markham, Ontario
L3R 9W3

Dear Ms. Dubar,

Please accept this letter as the authority for Authorized Parking Only Ltd. to act as our agents to enforce parking by-laws/codes and issue parking infraction notices to vehicles parked in contravention of said by-laws/codes.

In addition, please accept this letter as the authority for Authorized Parking Only Ltd. to represent and act as our agents in the removal of vehicles from the address below under the current by-laws.

_____ in the Town of Markham

If you have any questions, please contact Authorized Parking Only Ltd. at 416-231-8247 or fax 905-793-7436.

Yours truly,

{name}
{title}