

Notification of Fine Assessment

Date:

To:

Address:

Dear Sir/Madam,

This letter serves as a formal notification that a fine has been assessed against you as detailed below:

Reference Number	<input type="text"/>
Date of Offense	<input type="text"/>
Type of Offense	<input type="text"/>
Location	<input type="text"/>
Amount of Fine	<input type="text"/>

Please pay the assessed fine within days from the date of this notification to avoid further penalties.

Payment can be made at the following office:

If you wish to appeal this fine, please contact our office within days.

Phone:

Email:

Sincerely,