

Dear Parking Management,

I would like to request a temporary suspension of my season parking for September as I have not been driving to work this month due to changes in my transportation arrangements. As I currently have no need to drive to work, I do not need to use the parking facility for the time being.

I would like to temporarily suspend my season parking for September only and resume it in 1st October when I start driving to work again.

Could you please advise me on the procedure for reactivating my season parking in October and how I can make the payment to resume the parking from October.

Thank you for your assistance.

Best regards,

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