[CAMPGROUND LETTER HEAD HERE]

[DATE HERE]

Dear Camper:

It is our goal to provide our guests with the highest possible quality camping experience. Part of doing that involves maintaining the Campground in up-to-date condition. Part of keeping our campground in good condition involves the camping trailers themselves. Camping trailers wear out. Our Campground follows a common industry standard by limiting seasonal sites to trailers which are no more than 15 years old. We include that in all our seasonal agreements, including yours.

Our records show that your camping unit was built 15 years ago. Under our seasonal agreement and Campground policy, the camping unit will need to be removed from the Campground. This doesn’t mean we don’t want you to stay! We welcome you to obtain a newer camping unit and remain a guest here. If you chose not to do so, we will work out arrangements with you so you can remove the camping trailer.

Please be advised that if the camping trailer is not removed on or before [INSERT DATE] the Campground will move it from the campsite to a storage area. Storage will incur charges. The Campground also reserves the right to decline to renew your seasonal agreement if you fail to respond to this letter.

Please contact the campground by calling [PHONE HERE] or emailing [EMAIL HERE] to let us know if you can meet this requirement by: [DATE INSERTED HERE]

If you have questions, please contact the Campground by calling [PHONE HERE] or emailing [EMAIL HERE].

The accumulated charges are: [INSERT CURRENT CHARGES ACCUMULATED SO FAR HERE] If you do not remove the camping unit before [INSERT DATE] the Campground will dispose of the camping unit in a commercially reasonable manner. We will retain any proceeds from disposal of the unit.

Sincerely,

[CAMPGROUND NAME AND CONTACT DETAILS HERE]