

# Embassy Inquiry about Lost Passport

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Dear Sir/Madam,

I am writing to inquire about the process for reporting a lost passport. I recently realized that my passport, which was issued by your embassy, is missing as of [insert date of loss]. I have tried to locate it, but unfortunately, I have been unsuccessful.

I would like to understand the necessary steps I should take to report this loss and to obtain a replacement passport. Additionally, please let me know if there are any specific documents or fees required in this process.

Thank you for your assistance in this matter. I look forward to your prompt reply.

Sincerely,

[Your Name]