

Embassy Request for Lost Passport Replacement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Embassy Name]

[Embassy Address]

[City, State, Zip Code]

Dear [Embassy Officer's Name],

I am writing to request a replacement for my lost passport. My name is [Your Full Name], and my date of birth is [Your Date of Birth]. My passport number was [Your Lost Passport Number].

I lost my passport on [Date of Loss] while [Brief Explanation of Circumstances]. I have taken the necessary steps to report the loss to the local authorities and have attached the police report for your reference.

Please let me know the procedures and any documents required to facilitate the replacement process. I appreciate your assistance in this matter.

Thank you for your attention to this urgent request. I look forward to your prompt response.

Sincerely,

[Your Name]