

# Lost Passport Report

Date: [Insert Date]

To:

The Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

Subject: Report of Lost Passport

Dear Sir/Madam,

I am writing to formally report the loss of my passport. My name is [Your Full Name], and I am a citizen of [Your Country]. My passport number is [Passport Number], which was issued on [Issue Date].

I lost my passport on [Date of Loss] while [explain the circumstances of how it was lost, e.g., traveling, in a public place, etc.]. I have searched thoroughly for the passport but have been unable to locate it.

Given the circumstances, I kindly request your assistance in this matter. I understand that I need to provide identification and complete the necessary paperwork to obtain a replacement passport. Attached are copies of my identification and any relevant documents.

Thank you for your attention to this matter. I appreciate your assistance and look forward to your guidance on the next steps.

Sincerely,

[Your Full Name]

[Your Contact Information]

[Your Address]