

# Subject: Urgent Request for Replacement of Insurance ID Card

To Whom It May Concern,

I hope this message finds you well. My name is **[Your Name]**, and I am writing to formally request the urgent replacement of my insurance ID card due to it being lost/stolen.

Details of my policy are as follows:

- Policy Number: **[Your Policy Number]**
- Name of Insured: **[Your Name]**
- Date of Birth: **[Your Date of Birth]**

Despite my thorough search, I have been unable to locate my ID card, and I am concerned about the implications this may have on my access to necessary medical services. I kindly request that you expedite the process of issuing a replacement card.

If further information or documentation is needed, please do not hesitate to contact me at **[Your Phone Number]** or **[Your Email Address]**.

Thank you for your prompt attention to this matter.

Sincerely,

**[Your Name]**  
[Your Address]  
[City, State, Zip Code]