

# Declaration of Lost Membership Card

Date: [Insert Date]

To Whom It May Concern,

I, [Your Name], a member of [Social Club Name], am writing to formally declare that I have lost my membership card.

The details of my membership are as follows:

- Name: [Your Name]
- Membership ID: [Your Membership ID]
- Membership Type: [Type of Membership]

I kindly ask that you take note of this declaration and assist me in the process of obtaining a replacement card. I understand that there may be fees associated with this request.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Address]

[Your Email]

[Your Phone Number]