

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Report of Lost Debit Card

Dear [Bank's Customer Service Department/Specific Person's Name],
I am writing to formally report the loss of my debit card associated with my account, [Your Account Number or Last Four Digits of Your Card].

Details of the lost card:

- Card Number (last four digits): [XXXX]
- Date of Loss: [Date]

I kindly request that you block my card to prevent any unauthorized transactions. Additionally, I would appreciate the issuance of a replacement card at your earliest convenience.

Please let me know if you require any further information to process this request. Thank you for your prompt attention to this matter.

Sincerely,
[Your Name]