

To
Officer in charge,
Name of the Police Station,
Address, District
State.

Date : Wed, 30th September 2022.

Subject: Loss of the Mobile.

Dear sir,

I am a (your name). I misplaced my phone on September 13, 2022, at the Mart Shopping Mall in Main Market.

The phone is a Vivo V5 with a removable Blue case. The phone's IMEI number is (IMEI number), and the device's serial number is (serial number). The SIM card used in the lost phone has the number 5 as its mobile number. The new device of this model is estimated to cost Rs 27,000/-.

You are kindly requested to register the complaint and provide me with an attested copy of this complaint so that I can submit it to the service provider in order to block the phone number and prevent potential SIM abuse.

I would appreciate it if you could take the necessary steps to locate and recover the lost device.

Yours faithfully,

Name :

Phone No.:

Signature : _____.