

Official passport office use only

Lost or Stolen Reference

Grid for Lost or Stolen Reference

Application number

Grid for Application number

Lost or Stolen Passport Notification

Home Office
Identity &
Passport Service

Use this form to report the loss or theft of a passport. Please write only within the white boxes.
IMPORTANT: Completing this form will not provide you with a replacement passport. To replace your passport you will need to submit this form, a passport application form, supporting documents and fee.

A replacement passport will not be issued if this form has not been completed correctly. As applications to replace lost or stolen passports require additional checks please note **you cannot replace a lost or stolen passport using the Premium service.**

Help safeguard your identity by returning this form without delay.

Please fill in all sections that apply to you
Please complete in CAPITAL LETTERS and BLACK INK only.

01

Details of the lost/stolen passport

Title

Grid for Title

Surname on passport

Grid for Surname on passport

Forename(s) on passport

Grid for Forename(s) on passport

Date of birth

Grid for Date of birth (DDMMYYYY)

Town of birth

Grid for Town of birth

Country of birth

Grid for Country of birth

Passport number

Grid for Passport number

Was the passport issued in the UK?

Yes No

Date of issue

Grid for Date of issue (DDMMYYYY)

Lost Stolen Other

If Other please supply details

Grid for Other details

Grid for Other details

Indicate by crossing either the Lost, Stolen or Other box.

02

Current details - only fill in if different to Section 01

Current title

Grid for Current title

Current surname

Grid for Current surname

Current forename(s)

Grid for Current forename(s)

03

Details of where and when lost/stolen passport last seen

Date of loss/theft

Grid for Date of loss/theft (DDMMYYYY)

Place of loss/theft (e.g. name of airport or name and town of hotel)

Grid for Place of loss/theft

Country of loss/theft

Grid for Country of loss/theft

Postcode of loss/theft

Grid for Postcode of loss/theft

Circumstances of loss/theft

Grid for Circumstances of loss/theft

Grid for Circumstances of loss/theft

Grid for Circumstances of loss/theft

04

Police Report

The police must be notified of passport theft in the UK. Passports stolen abroad must be reported to local police of that country.

Has the theft been reported to the police? Yes No

Date reported to police

D D M M Y Y Y Y

If it has been reported to the police then fill in the details below

Police station

Police report number

05

Name of person reporting the loss/theft.

Complete this section only if you are not the passport holder.

A person with parental responsibility must complete Section 05 if the passport holder is aged under 16 (this form should not be used where there is a parental dispute over the possession of a child's passport). If you are completing this form on behalf of an adult passport holder please enclose a covering letter explaining clearly why the passport holder cannot complete this form him/herself.

Title

Surname

Forename(s)

Relationship to passport holder

Present address (house number, street name, town)

06

Contact details of person reporting the loss/theft.

Complete this section only if this form is not accompanying an application for a replacement passport.

Country

Postcode

Daytime telephone number

Evening telephone number

Mobile telephone number

E-mail address

07

Declaration

Note all unsigned forms will be returned

I understand that completing and returning this form will result in the related passport being cancelled, that it may never be used again and, if subsequently found, it should be returned to the Identity and Passport Service (IPS) immediately. I also understand that I will need to make a separate application on a passport application form if I wish to replace the passport declared lost or stolen.

The information on this form is true to the best of my knowledge and belief and I understand that I shall be liable to prosecution and could face a prison sentence if I include anything that I know to be false or do not believe to be true.

I also understand that the IPS holds and uses data for purposes notified to the Information Commissioner under the Data Protection Act 1998 (which may be consulted at www.informationcommissioner.gov.uk). Information about the lost or stolen passport may be shared with appropriate public and private sector authorities who can assist in locating and recovering the missing passport.

Print name here

Signature (sign within box)

[Signature box]

Date

D D M M Y Y Y Y

Failure to keep your signature within the border will invalidate the form.

Remember to enter the date of signing in the box provided.

Enclose this form with your passport application form. If this form is not accompanying an application form for a replacement passport please send to our address. If outside the mainland UK this form should be sent to the nearest British Embassy or High Commission Consular Section, British Consulate or Passport Issuing Office.

Office Use Only

This section should be completed by the submitting authority.

Source Authority (This is the unique code that represents the authority and how they report, e.g. 'FCOC' for FCO Compass).

LSR Submission Post (The specific post or office within the submitting organisation making the report).

Source Authority Source System Reference (The unique system reference ID for the LSR report).

Source Contact Details (The Contact name or telephone number where report is made).

DATE STAMP

[Date stamp box]