

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

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Notification of Stolen Debit Card and Request for Expedited Replacement

Dear Customer Service Department,

I am writing to formally notify you that my debit card associated with account number ending in [Last 4 Digits of Account Number] has been stolen. I discovered the card was missing on [Date] at approximately [Time].

I have already taken the step of [mention if you disabled it via app or phone] to prevent unauthorized transactions. I request that you permanently cancel the stolen card immediately.

Because I rely on this card for my daily essential expenses, I am requesting an **expedited replacement**. Please ship the new card via overnight or priority delivery to my address on file. I understand that an expedited shipping fee may apply and authorize you to charge this fee to my account.

Please confirm once the new card has been dispatched and provide a tracking number if available.

Thank you for your prompt assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]