

LOST PROPERTY REPORT

遺失届出書 **【Sample】**

署長	副署長	課長	課長代理	係長	担当者
	次長				

警視庁	警察署	Report Number (受理番号)	第	号
受理日時	令和 年 月 日 午前・午後 時 分	本署・	交番・駐在所・安七・派出・分駐	
		取扱者氏名		

Fill in the box outlined in bold.

Address with Postal Code 〒 100-8929	
(住所) 2-1-1 Kasumigaseki, Chiyoda-ku, Tokyo	
Full Name	Telephone#
(氏名) Olivia Brown	Home Phone # (自宅電話) 03-00xx-△△□□
	Other Phone# (連絡先電話) 080-00xx-△△□□
Date & Time of Loss (遺失日時)	
FROM	23 / 05 / 2019 (dd/mm/yyyy)(日)(月)(年) 11:00 AM / (PM)
TO	24 / 05 / 2019 (dd/mm/yyyy)(日)(月)(年) 0:30 (AM) / PM
Location of Loss	
(遺失場所) Train between Shinjuku Station and Iidabashi Station (JR Sobu Line) or on the street between Koraku, Bunkyo-ku and Kasumigaseki, Chiyoda-ku	
Cash (Japanese Yen) (日本円) ¥ 30,000	Cash (Foreign Currency) (外貨) € 30,000
Property (物品) * Start the list with the largest item. (e.g., bag, wallet, etc.)	Detailed Description (詳細説明) Shape, Color, Brand name, Design, Material and Other Particulars
Backpack	Red, leather
Compact digital camera	Made by XXX, serial# MK112233 in a black case
Wallet	Brown, leather, bifold, rectangular
Bank card	Issued in my name by XX bank.
Driver's license	Issued in my name by Tokyo Metropolitan Public Safety Commission. Shows my old address.
Mobile phone	iPhone 6, Docomo, black unit in clear case. Phone# 090-1122-3344, SIM# AX1234567890000
Individual Number Card	Issued in my name. * DO NOT write your 12-digit individual number.
* For visitors only (観光客のみ)	Name (名称) Hotel XXX
(1) Name, Address, Phone # of Lodging in Japan (日本での滞在先の名称・所在地・電話番号)	Address (所在地) 1-9-11 Koraku, Bunkyo-ku, Tokyo
	Phone# (電話番号) 0570-550-142
(2) Date of Departure from Japan (日本を出発する日)	28/05/2019 (dd/mm/yyyy)(日)(月)(年)