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Dear Sir or Madam,

**Reference: Mobile Phone Number XXXXXXXXXXXX**  
**Request for blocking my lost cell phone - IMEI XXXXXXXXXXXX**

As previously discussed on the phone, I have lost my cell phone in a public place. First of all, I would like to thank you for having so promptly blocked my Sim card making sure no one could use my minutes.

I went to the Police station to report what happened providing them with details about the cellphone including brand, model, colour and IMEI number. Enclosed please find a copy of the police report.

I would appreciate if you submitted the details of the mobile phone to the Central Equipment Identity Register (CEIR) database in order to block my lost mobile phone across all UK networks.

William TAYLOR