**(FORMAT OF POLICE COMPLAINT)**

Date: \_\_\_\_\_\_\_\_\_\_\_

**To**

**The Police Station In-charge / the Senior Police Inspector,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

**Reg: Request for registering Complaint - Mobile IMEI No *(Kindly mention both IMEI if handset is dual SIM)*.**

**IMEI No:**

**Make - ............................... Model - ............................**

Dear Sir,

I regret to inform you that my above mentioned Mobile Phone purchased vide Invoice No \_\_\_\_\_\_\_\_\_\_\_\_\_\_ dated. \_\_\_\_\_\_\_\_\_\_\_\_, bearing IMEI No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been stolen on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **(please mention date of incident)**

Brief Description of Incidence:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I was having PRE-PAID / POST-PAID facility and was using the services of Service Provider **(please mention service provider like Vodafone, Airtel, BSNL etc)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and my mobile number for same was (please mention Mobile No.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I have already informed the service provider to terminate the services **(incoming & outgoing).**

Please register a complaint for the above mentioned stolen mobile and assist us in tracing the same at the earliest.

As soon as the said mobile is recovered, kindly inform to THE NEW INDIA ASSURANCE COMPANY LIMITED, ............................................................................................................with whom I have filed an insurance claim.

Thanking you

**Yours truly,**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**(Name and Signature of the Complainant)**

**Address:**

............................................................

............................................................

............................................................