Subject: Application for missing ATM Card

Body:

Respected Sir/Madam,

With due respect, I am [name] and I do hold a [type of bank account] account and I have been issued a debit card [details of debit card] for above-mentioned bank account.

I would like to inform you that I am unable to find my debit card and have gone missing since [date].

I request you to kindly block the above-mentioned debit card on the first priority and issue me a new ATM card so that my scheduled transactions are not bothered. As per the requirements, please find [atm card application form/ KYC/ any other supporting document] attached along with the application.

Request you to kindly do the needful at the earliest.

Thank you.

[Your Signature]