

Protect your identity

A Canadian passport is a valuable identification document. Lost or stolen passports are prized documents for criminal activities. Losing your passport here or in a foreign country can be a stressful experience.

It is your responsibility to protect this document at all times. Should your passport be lost or stolen, you must notify Passport Canada and the local police immediately.

This brochure presents ways to protect and prevent against the misuse of your passport.

Safeguard your passport

Losing your passport can cause travel delays, discomfort and unnecessary expenses. Take all the necessary precautions to secure this document.

Find out the essential steps you need to take if your passport is lost or stolen and protect yourself from identity theft.

Lost or stolen passport

Report a lost or stolen passport

The Canadian passport remains at all times the property of the Government of Canada and may only be used by the person in whose name it is issued.

You should immediately report the circumstances of the loss or theft of your passport to Passport Canada and the local police. Once a passport has been reported lost or stolen, it is no longer valid and is not to be used for any travel. This is to ensure that it is not used for fraudulent purposes.

Report a found passport

Should you regain possession of the passport reported as lost or stolen, you must return it immediately to Passport Canada, or, if you are abroad, to the nearest Canadian government office, such as a Canadian embassy or consulate.

If you find a passport belonging to someone else, you must return it immediately to Passport Canada or the nearest Canadian government office. The use or attempted use of a passport issued to a bearer other than yourself may lead to criminal prosecution, and is cause for refusal of future passport services.

Damaged passport

There can be significant delays at passport checkpoints if your passport is damaged in any way. To avoid such incidents, Passport Canada recommends that anyone with a damaged passport apply for a new one.

Replacement passport

Before a lost or stolen passport can be replaced, Canadian authorities will conduct an investigation into the circumstances surrounding the incident.

If your passport is lost or stolen, you must obtain a police report and submit it along with the following documentation:

- A completed passport application, which includes:
 - two passport-sized photos;
 - the appropriate fee; and
 - documentary proof of Canadian citizenship (your birth or citizenship certificate).
- A completed *Statutory Declaration concerning a Lost, Stolen, Damaged, Destroyed or Inaccessible Canadian Passport or Travel Document* form.

An emergency passport may be issued if you need to travel urgently.

Tips for safe and easy travel

Keep your passport in a safe place at all times. Do not leave it unattended in your luggage, automobile, hotel room or elsewhere.

Make two photocopies of the personal information page of your passport. Leave one copy with family or friends and keep the other in a different place from your passport. In the event that your passport is lost or stolen, these copies can speed up the replacement process of your passport.

Checklist

- Report the loss or theft as soon as possible to Passport Canada.
- File a report with the local police.
- Apply for a new passport as soon as you can and complete a *Statutory Declaration concerning a Lost, Stolen, Damaged, Destroyed or Inaccessible Canadian Passport or Travel Document* form.

Remember, Canadians who fail to properly safeguard passports may be denied access to passport services.

For more information, visit www.passportcanada.gc.ca or call 1 800 567-6868.