

## Suggested Fax Sheet for Notifying Consular Officers of Arrests or Detentions

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

**To:** Embassy/Consulate of \_\_\_\_\_ in, \_\_\_\_\_, \_\_\_\_\_  
(Country) (City) (State)

**Subject:** NOTIFICATION OF ARREST/DETENTION OF A NATIONAL OF YOUR COUNTRY

**From:**

Name: \_\_\_\_\_  
Office: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
ZIP Code: \_\_\_\_\_  
Telephone: (\_\_\_\_\_) \_\_\_\_\_  
Fax: (\_\_\_\_\_) \_\_\_\_\_

*We arrested/detained the following foreign national, whom we understand to be a national of your country, on*  
\_\_\_\_\_, \_\_\_\_\_.

Mr./Mrs./Ms.: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_  
Passport Number: \_\_\_\_\_  
Date of Passport Issuance: \_\_\_\_\_  
Place of Passport Issuance: \_\_\_\_\_

To arrange for consular access, please call \_\_\_\_\_ between the hours of \_\_\_\_\_  
and \_\_\_\_\_. Please refer to case number \_\_\_\_\_ when you call.

**Comments:**