

[Your Name]

[Your Address]

[City, Postcode]

[Email Address]

[Phone Number]

[Date]

Customer Services

Transport for London

4th Floor, 14 Pier Walk

London SE10 0ES

Dear Customer Services,

Subject: Application for a Child Oyster Card

I am writing to apply for a Child Oyster card for my child, [Child's Full Name], who is [Child's Age] years old.

Please find the required documents attached:

1. A copy of [Child's Full Name]'s birth certificate or passport
2. A recent passport-sized photograph
3. Proof of address (e.g., utility bill)

I would like to request that the card be sent to the address provided above.

Thank you for your assistance.

Yours sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]