

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Customer Support

Transport for London

[Address of TfL Office]

[City, State, Zip Code]

Subject: Request for Oyster Card Support

Dear Customer Support Team,

I hope this message finds you well. I am writing to request assistance regarding my Oyster card.

**\*\*Oyster Card Details:\*\***

- Card Number: [Your Oyster Card Number]

- Registered Name: [Your Name]

- Issue Description: [Briefly describe the issue, e.g., lost card, malfunction, incorrect charges]

I would appreciate your guidance on how to resolve this matter. If necessary, please let me know what additional information is required or if I need to visit a specific location for support.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]