

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

Customer Services
Transport for London
[Address of TfL]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Submission of Oyster Card Application

I am writing to submit my application for an Oyster Card. Please find attached the required documents along with the completed application form.

[Briefly mention any specific requests or details regarding the application, if necessary.]

Thank you for your attention to this matter. I look forward to receiving my Oyster Card soon.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]