

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
Transport for London
Oyster Customer Services
PO Box 68686
London
SW1P 9QR

Dear Sir/Madam,

Subject: Application for an Oyster Card

I am writing to request the issuance of an Oyster Card for my travel needs in London. Below are my personal details for your records:

Full Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Address: [Your Address]

Postcode: [Your Postcode]

Email Address: [Your Email Address]

Phone Number: [Your Phone Number]

I require the Oyster Card for [state your purpose, e.g., commuting, visiting, etc.], and I would appreciate any additional information regarding the usage and benefits of the card.

Please find enclosed [any documents you may include, e.g., proof of identity, photographs, etc.]. I look forward to your prompt response regarding my application.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]