

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

Customer Service Team
Transport for London
14 Windsor House
42-50 Victoria Street
London
SW1H 0TL

Dear Sir/Madam,

I am writing to apply for an Oyster card. My details are as follows:

Full Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Address: [Your Address]

Email: [Your Email Address]

Phone Number: [Your Phone Number]

I am a [describe your reason for needing an Oyster card, e.g., student, tourist, resident] and find that an Oyster card will greatly assist me in traveling around London conveniently and affordably.

Enclosed with this letter is a copy of my [attach any necessary identification, e.g., ID, proof of address, etc.].

Thank you for your attention to my application. I look forward to receiving my Oyster card soon.

Sincerely,

[Your Name]