

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

Customer Services
Transport for London
4th Floor, 14 Pier Walk
London SE10 0ES

Subject: Oyster Card Renewal Request

Dear Customer Services,

I am writing to request the renewal of my Oyster card (Card Number: [Your Oyster Card Number]), which is set to expire on [Expiration Date].

Due to my continued use of the Transport for London services, I would like to ensure that I can travel without interruption. Please find enclosed a copy of my ID and any other required documentation for your reference.

I would appreciate it if you could process my renewal at your earliest convenience. Thank you for your assistance.

Sincerely,
[Your Name]