

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

Customer Services
Transport for London
PO Box 68790
London, SE1P 4JZ

Dear Sir/Madam,

Subject: Application for Oyster Card Renewal

I hope this letter finds you well. I am writing to request the renewal of my Oyster Card, which is due to expire on [Expiration Date]. My card number is [Card Number].

I have been a user of the Oyster Card for [Duration of Use], and it has been an essential tool for my travel around London. I would like to continue using it without interruption.

Please find attached the necessary documents to facilitate my application for renewal. I would appreciate it if you could process my request at your earliest convenience.

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

Sincerely,
[Your Name]