

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

Customer Service  
Transport for London  
4th Floor, 14 Windsor House  
42-50 Victoria Street  
London, SW1H 0TL

Dear Sir/Madam,

Subject: Application for Oyster Card

I am writing to request an Oyster card for my use while traveling in London.

Personal Details:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Address]
- Nationality: [Your Nationality]

I would appreciate it if you could provide me with the necessary steps to obtain my Oyster card and if there are any associated costs.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]