

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

Customer Service
Transport for London (TfL)
4th Floor, 14 Pier Walk
London SE10 0ES

Dear Customer Service Team,
Subject: Inquiry Regarding Oyster Card

I hope this letter finds you well. I am writing to inquire about my Oyster card, specifically regarding [insert specific inquiry, e.g., balance, recent transactions, replacement, etc.].

My Oyster card number is [insert card number] and I would appreciate any assistance you can provide related to this matter.

Additionally, if there are any forms or further information you require from me to assist in resolving this inquiry, please do not hesitate to let me know.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]