

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

Transport for London  
Oyster Customer Services  
[Address]  
[City, Zip Code]

Subject: Application for Oyster Card

Dear Sir/Madam,

I am writing to apply for an Oyster Card to facilitate my travel within London. Please find my details below:

**\*\*Personal Information:\*\***

Full Name: [Your Full Name]  
Date of Birth: [Your Date of Birth]  
Address: [Your Address]  
Contact Number: [Your Phone Number]  
Email: [Your Email Address]

**\*\*Travel Information:\*\***

Purpose of Travel: [e.g. Commuting, Leisure, etc.]  
Frequency of Travel: [e.g. Daily, Weekly, etc.]

Enclosed are copies of my identification documents and any other requested information.

I look forward to your prompt response.

Thank you for your assistance.

Yours sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]