

[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

Dear Sir/Madam,

Subject: Application for an Oyster Card

I am writing to apply for an Oyster card. As a [briefly explain your reason, e.g., resident, visitor, student] in London, I would like to use this convenient travel option for my daily commutes and leisure outings. [Additional paragraph detailing your travel needs or reasons for applying, e.g., "I commute to work daily and believe that an Oyster card will help me save on travel expenses."]

Please find attached the necessary documents to support my application, including [list any documents you are including, e.g., proof of identity, address, etc.].

I look forward to your prompt response regarding my application.

Thank you for your attention to this matter.

Sincerely,

[Your Name]