

[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,

I am writing to apply for an Oyster card. I am a regular user of public transport in London and believe that having an Oyster card will greatly facilitate my travel.

Please find my personal details below:

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

I would appreciate it if you could guide me on the necessary steps to complete my application and any documents required.

Thank you for your assistance.

Sincerely,  
[Your Name]