

[Your Name]
[Your Address]
[City, Postcode]
[Email Address]
[Phone Number]
[Date]

Customer Services
Transport for London
4th Floor, 14 Pier Walk
London, SE10 0ES

Dear Sir/Madam,

Subject: Application for Oyster Card Replacement

I am writing to request a replacement for my lost/damaged Oyster card.

Details of my Oyster card are as follows:

- Card number: [Your Oyster Card Number]
- Name on card: [Your Name]
- Date of loss/damage: [Date]

I would appreciate your assistance in processing this request at your earliest convenience. Please let me know if you require any further information.

Thank you for your attention to this matter.

Yours faithfully,

[Your Name]