

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

Customer Services
Transport for London
[Address of TfL Customer Services]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Request for Oyster Card Replacement

I am writing to request a replacement for my Oyster card, which was
[lost/stolen/damaged] on [date]. The card number is [Oyster Card Number].
I have [attached/enclosed] any necessary documentation to support my
request.

Please inform me of the next steps in the replacement process. Thank you
for your assistance.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]