

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

Customer Service
Transport for London
4th Floor, 14-16 Cowcross Street
London EC1M 6DG
Subject: Oyster Card Renewal Request

Dear Customer Service Team,

I am writing to request a renewal for my Oyster card. My current card number is [Your Oyster Card Number], and it is set to expire on [Expiration Date].

I would like to ensure that I can continue to use my Oyster card without any interruptions. Please let me know the necessary steps or any information you require from my end to process this renewal.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]