

****Oyster Card Special Assistance Request Template****

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

Transport for London

4th Floor, 14 Windsor Street

London, SE11 6BZ

Subject: Request for Special Assistance for Oyster Card

Dear Sir/Madam,

I am writing to request special assistance for my Oyster card due to
[briefly explain your disability or need for assistance].

****Details:****

- Full Name: [Your Full Name]

- Oyster Card Number: [Your Oyster Card Number]

- Date of Birth: [Your Date of Birth]

- Type of Assistance Required: [Specify the type of assistance needed,
e.g., help with ticket purchases, mobility assistance at stations]

I have attached any relevant documentation supporting my request,
including [list documents, e.g., medical certificates, disability
identification].

Thank you for considering my request. I look forward to your prompt
response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

****Attachments:****

- [List of attached documents]

****CC:**** [Any other relevant parties]