

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

Customer Service Team
Transport for London
4th Floor, 14 Piccadilly
London, W1J 9NF

Dear Sir/Madam,

Subject: Oyster Card Renewal Application

I am writing to request the renewal of my Oyster card, which is due to expire on [expiry date]. My Oyster card number is [card number].

I would like to continue using the same card for my daily travel needs within London. Please let me know if any additional information or documentation is required to process my request.

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

Yours faithfully,

[Your Name]
[Your Signature (if sending a hard copy)]
[Optional: Date of Birth]