

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

Oyster Card Services

Transport for London

[Address]  
[City, State, Zip Code]

Dear Sir/Madam,

I am writing to apply for an Oyster Card. I am a resident of [Your Area/City] and require an Oyster Card for my daily commuting needs. Please find attached the necessary identification documents as per your requirements. I appreciate your assistance in processing my application. Thank you for your attention to this matter.

Sincerely,  
[Your Name]