

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

Customer Services  
Transport for London  
4th Floor, 14 Pier Walk  
London, SE10 0ES

Dear Sir/Madam,

Subject: Application for a Clear Oyster Card

I am writing to apply for a Clear Oyster Card. My details are as follows:

Full Name: [Your Full Name]

Date of Birth: [Your Date of Birth]

Address: [Your Address]

Contact Number: [Your Phone Number]

Email: [Your Email Address]

I would appreciate your assistance in processing my application promptly.

Please find attached any required documents for verification.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]