

[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: Request for Oyster Card

I am writing to request an Oyster card for use in London travel.

[Insert a brief explanation of why you need the Oyster card, e.g., "I will be visiting London for a week and require an efficient method of transportation."]

Please find my details below for processing:

- Full Name:
- Date of Birth:
- Address:
- Contact Number:

I understand that there may be a fee associated with the card and I am willing to comply with the necessary payment methods.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Typed Name]