

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

Customer Service

Transport for London

[Address of Transport for London]

[City, State, Zip Code]

Dear Sir/Madam,

Subject: Request for Oyster Card

I hope this letter finds you well. I am writing to request an Oyster Card for my daily commuting needs in London.

****Personal Details:****

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Address: [Your Current Address]
- Email: [Your Email Address]
- Phone Number: [Your Phone Number]

I am a [student/tourist/business professional/resident], and having an Oyster Card would greatly facilitate my travel around the city.

Please let me know if you require any further information or documentation to process my request. I look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]