

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

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

Dear Sir/Madam,

Subject: Request for a Replacement Oyster Card

I hope this message finds you well. I am writing to request a replacement for my Oyster card, which has been misplaced. My card number is [Your Oyster Card Number].

I understand that a replacement fee may apply, and I am willing to cover this cost. Please let me know the procedure to follow and if any additional information is required from my side.

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

Sincerely,
[Your Name]