

****Oyster Card Replacement Request Template****

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

Transport for London

[Office Address]

[City, State, Zip Code]

Subject: Request for Oyster Card Replacement

Dear Customer Service Team,

I am writing to request a replacement for my Oyster card, which was [lost/stolen/damaged]. Below are the details associated with my Oyster card:

- Name: [Your Name]

- Oyster Card Number: [Card Number]

- Date of Birth: [Your Date of Birth]

- Date of Incident: [Date of Loss/Theft/Damage]

I have taken the necessary steps to report the incident, and I would like to proceed with obtaining a replacement card. Please let me know if any additional information or documentation is required to process my request.

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

Sincerely,

[Your Name]

[Signature (if sending a physical letter)]