

[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 Oyster Card Cancellation

I am writing to formally request the cancellation of my Oyster Card.

Below are the details associated with my card:

- Full Name: [Your Full Name]
- Oyster Card Number: [Your Oyster Card Number]
- Address Registered with Oyster Card: [Your Registered Address]

Due to [reason for cancellation, if desired], I no longer require the use of my Oyster Card. Please process my cancellation at your earliest convenience and confirm the process via email or postal mail.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]