

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

Customer Service
Transport for London
PO Box 68799
London
SE1P 4HD

Dear Customer Service Team,

Subject: Request for Cancellation of Oyster Card

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

Below are the details related to my card:

- Name: [Your Name]
- Oyster Card Number: [Oyster Card Number]
- Date of Birth: [Your Date of Birth]

Please process the cancellation at your earliest convenience. I would also appreciate confirmation of the cancellation by email or post.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]