

****Oyster Card Cancellation Notice Template****

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Customer Service

Transport for London

[Address]

[City, State, Zip Code]

Subject: Cancellation of Oyster Card

Dear Customer Service,

I am writing to formally request the cancellation of my Oyster Card, details of which are provided below:

****Oyster Card Number:**** [Your Oyster Card Number]

****Card Holder Name:**** [Your Name]

****Reason for Cancellation:**** [Briefly explain your reason]

I kindly ask for confirmation of the cancellation and any final actions required on my part. Please process this request at your earliest convenience.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

****Attachments:**** [If applicable, list any attachments]