

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

Customer Service
Transport for London
4th Floor, 14 A,
Windsor House, 42-50 Victoria Street,
London, SW1H 0TL

Dear Customer Service Team,

I am writing to request the closure of my Oyster card account associated with the card number [Your Oyster Card Number]. Please consider this letter as my formal request to close the account and stop any further transactions.

I would appreciate if you could confirm the closure of my account and provide any necessary details regarding any remaining balance on the card.

Thank you for your assistance in this matter.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]