

[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 Customer Service,

Subject: Oyster Card Cancellation Request

I am writing to request the cancellation of my Oyster card with the following details:

- Oyster Card Number: [Your Oyster Card Number]
- Name: [Your Name]
- Address: [Your Address]

I would appreciate confirmation of the cancellation and any necessary steps I need to follow regarding any remaining balance.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]