

[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

Subject: Request for Oyster Card Cancellation

Dear Customer Service,

I am writing to request the cancellation of my Oyster card, which has the card number [Your Oyster Card Number].

Please consider this letter as my formal request for cancellation. I would appreciate it if you could confirm the cancellation and any remaining balance that may be refunded to my account.

Thank you for your assistance.

Sincerely,

[Your Name]