

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

Customer Service

Transport for London

4th Floor, 14 Pier Walk

London SE10 0ES

Subject: Cancellation of Oyster Card

Dear Sir/Madam,

I am writing to formally request the cancellation of my Oyster card. My card number is [Your Oyster Card Number]. Due to [reason for cancellation, e.g., loss, travel cessation, etc.], I no longer require this Oyster card.

Please confirm the cancellation of my card and let me know if there are any further steps I need to take.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Contact Number]