

[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 Sir/Madam,

Subject: Cancellation of Oyster Card

I am writing to request the cancellation of my Oyster card, details are as follows:

- Name: [Your Full Name]
- Oyster Card Number: [Your Oyster Card Number]
- Activation Date: [Activation Date]
- Reason for Cancellation: [Brief Reason]

Please confirm the cancellation and any further steps I need to take.

Thank you for your assistance.

Sincerely,

[Your Name]