

[Your Name]

[Your Address]

[City, Postcode]

[Email Address]

[Phone Number]

[Date]

Customer Services

Transport for London

4th Floor, 14 Pier Walk

London SE10 0ES

Subject: Oyster Card Cancellation Request

Dear Sir/Madam,

I am writing to request the cancellation of my Oyster card. Below are the details of my card:

- Name: [Your Name]

- Oyster Card Number: [Your Oyster Card Number]

- Registered Address: [Your Registered Address]

Please process this cancellation at your earliest convenience. I would appreciate confirmation of the cancellation in writing.

Thank you for your assistance.

Sincerely,

[Your Name]