

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

Customer Service

Transport for London

14 A, The Pier

London, SE88 3TN

Subject: Oyster Card Cancellation Request

Dear Customer Service,

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

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

Please confirm the cancellation of my Oyster card and any final balance that may be due to me.

Thank you for your assistance.

Sincerely,

[Your Name]