

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

Customer Service
Transport for London
4th Floor, 14 Pier Walk
North Greenwich
London SE10 0ES

Dear Customer Service Team,
Subject: Termination of Oyster Card

I am writing to formally request the termination of my Oyster card account associated with the card number [Your Oyster Card Number]. Due to [brief reason for termination, e.g., relocation, change in travel needs], I no longer require the usage of an Oyster card. I would appreciate it if you could process the cancellation of my account and provide any necessary confirmation.

Please let me know if there are any forms or additional information required to complete this request.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]