

OPQ – Letter

Address to the Trustees of the OPQ Plan

Date

Dear Sir or Madam

Re: **Alison Minter** (deceased) – Date of Death: 10th September 2024

Following notification of this member's death, details of the benefits payable are set out below:

1. Lump sum death benefit

- The total lump sum death benefit (LSDB) is £188,512.50, which is the value of the deceased member's 'Personal Retirement Account' (split between the deceased member's element of £72,504.81 and the employer's element of £116,007.69)
- The LSDB is payable to the deceased member's legal personal representatives / estate
- The LSDB is within the deceased member's available Lump Sum & Death Benefit Allowance (LS&DBA) of £1,073,100.00

2. Details required

Before the LSDB can be put into payment, the following will be required:

- The deceased member's original death certificate

If you have any queries, please contact me.

Yours faithfully
A N Other

NOTE –

Letters should be written in full and should include the information contained in each of the bullet points.

Failure to write a letter in full will result in marks being lost.

Failure to mention the information contained in each of the bullet points will result in marks being lost.