

## **OPQ – Letter**

Address to the Trustees of the OPQ Plan

Date

Dear Sir or Madam

Re: **Peter Campbell** (deceased) – Date of Death: 6<sup>th</sup> September 2025

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 £84,372.44, which is the value of the deceased member's 'Personal Retirement Account' (split between the deceased member's element of £32,450.94 and the employer's element of £51,921.50)
- 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.*