

OPQ – Letter

Address to the Trustees of the OPQ Plan

Date

Dear Sir or Madam

Re: **Gary Menzies** (deceased) – Date of Death: 13th 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 £289,938.04, which is the value of the deceased member's 'Personal Retirement Account' (split between the deceased member's element of £66,093.57 *(plus the transferred-in element of £59,047.38)* and the employer's element of £105,749.71 *(plus the transferred-in element of £59,047.38)*)
- 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.