**OPQ Letter**

Address to the Trustees of the OPQ plan

Date

Dear Sir or Madam

Henrick Borg deceased - Date of death 08/09/2023

Further to your notification that the above named member has died, details of the benefits payable are set out below.

1. Lump sum death benefit

* The total lump sum death benefit (LSDB) is £118,874.52, comprising:
* Refund of the deceased member’s Personal Retirement Account (£42,668.52, including an augmentation payment of £20,750.00)
* Life assurance benefit (£76,206.00)
* The LSDB is payable to persons at the Trustees’ discretion, and so the Trustees should confirm to whom the benefits should be paid and in what proportions
* The LSDB represents 11.07% of the deceased member’s ‘Lifetime Allowance’
	1. Details required

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

* + The 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 all of 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.