# OPQ Letter – Key Points – Amy Frazier (DOR: 15 September 2024)

# Personal Retirement Account

* Value of total unit holdings = **£190,641.32**
* Value of member’s normal contributions = **£73,323.58** (*Lifestyle Funds*)
* Value of employer’s normal contributions = **£117,317.74** (*Lifestyle Funds*)

# Options

* A tax-free cash sum of **£38,128.26** (which is within both the member’s remaining ‘LS&DBA’ of **£1,073,100.00** and‘LSA’ of **£268,275.00**) plus a joint-life annuity of **£9,541.11 pa** [*spouse =* ***£4,770.56 pa***], which will be non-increasing

***OR***

* A tax-free cash sum of **£38,128.26** (which is within both the member’s remaining ‘LS&DBA’ of **£1,073,100.00** and‘LSA’ of **£268,275.00**) plus a 50% joint-life annuity of **£6,309.94 pa** [*spouse =* ***£3,154.97 pa***], which will be increased each year by the lower of 5.0% or RPI

***OR***

* A single “Uncrystallised Funds Pension Lump Sum” (UFPLS) of **£190,641.32** (of which **£47,660.33** [tax-free element] is within both the member’s remaining ‘LS&DBA’ of **£1,073,100.00** and‘LSA’ of **£268,275.00**)

***OR***

* The value of the Personal Retirement Account can be transferred to a suitable alternative arrangement to enable the member to take advantage of additional flexibilities (e.g. multiple UFPLS’s or Flexi-Access Drawdown)

***OR***

* The open market option

# Payment of annuity

* The chosen annuity will be paid by monthly instalments in arrears
* The first payment will occur on **15 October 2024**
* The annuity will be paid for life and will be subject to PAYE

# Payment of single UFPLS

* For the single UFPLS, **£47,660.33** will be paid tax-free and **£142,980.99** (taxable element) will be paid assuming an emergency code on a month 1 basis
* Any over payment or under payment of tax will be dealt with by HMRC at the end of the tax year (or earlier by completing a “Repayment Claim Form” available from HMRC)

# Death in retirement

* If the member dies after the commencement of the annuity, any further benefits will depend on the chosen option at retirement (e.g. the joint-life annuity options mean a 50% spouse’s annuity will be payable on the death of the member)
* If the member dies after taking a single UFPLS, no further benefits will be payable

# General information

* A minimum “Annuity Bureau” charge of **£99.13** will apply for both annuity options (assuming the chosen annuity is purchased using the “Annuity Bureau” factors)
* Reference to Pension Wise (guidance guarantee) should be provided for the UFPLS option under the Plan or for a transfer to a suitable alternative arrangement to take advantage of additional flexibilities (e.g. multiple UFPLS’s or Flexi-Access Drawdown)

# Details required

* + Request a copy of the member’s birth certificate
	+ Request the member’s completed ‘Option choice’ form
	+ Request the member’s completed ‘Bank details’ form

**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.*