Transfer Out Section Capita

65 Gresham Street

London

EC2V 7NQ

# By First Class Recorded Delivery

24 October 2014

Dear Sirs/Madam

# Member: Gilbert Lloyd Green Date of birth: 10 December 1968

**National Insurance Number: NR483039C**

Dear Sir/Madam

We act for the above named person who has pension benefits held with you.

I enclose a letter of authority from this member.

Would you please provide the member with a current valuation of their pension benefits together with a cash equivalent transfer value at your earliest convenience?

In addition, please provide the member with the relevant discharge and indemnity forms in order to facilitate the transfer out of pension rights to his new employer’s scheme.

These can be posted to the member at 365 Barnsley Road, Sheffield, South Yorkshire. S5 7AA

Thank you for your assistance.

Yours faithfully

Gina Reidy

# For PensionPractitioner.com

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