HR Department

Baker Hughes

Stoneywood Office Complex

Stoneywood Park North

Aberdeen

AB21 7EA

 20 March 2015

**Your Ref:** SC797279D

**Our Ref:** Julius Olajide Matthau Limited Pension Scheme

Dear Sir/Madam

**Member Name: Kehinde Julius Olajide**

**Date of Birth: 15 May 1970**

**NI Number: SC797279D**

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 us with a current valuation of their pension benefits together with a cash equivalent transfer value at your earliest convenience?

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

Thank you for your assistance.

Yours faithfully

Emily McAlister

**For PensionPractitioner.com**

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