

Xin Hua Workshop Pte Ltd
Letter of Demand

Our Ref: SNG1660K

5/12/2024

AIG ASIA PACIFIC INSURANCE PTE LTD
AIG BUILDING #07-06
78 SHENTON WAY
S(079120)

Dear Sir/Mdm:

ACCIDENT INVOLVING SNG1660K & SCE812L ALONG BLK 3020 UBI AVE 2 ON 15/08/2024

We are acting on behalf of the owner/driver to recover his vehicle damages and losses sustainer in the above accident from the third party driver/ or insurers.

<u>Description</u>		<u>Amount</u>
Repair Costs		\$ 6,322.00
Loss Of Rental	\$120.00 X 6 days	\$ 720.00
Towing Fee		\$ 70.00
	Amount	\$ 7,112.00

Please look into our client claims and let us hear from you shortly.

Thank you

ALLAN
XIN HUA WORKSHOP PTE LTD
Tel : 87867171
email : xinquaworkshop@gmail.com



Xin Hua Workshop Pte Ltd
23 Kaki Bukit Ave 4
#04-01 (South Wing)
Singapore 415933
xinhuaworkshop@gmail.com
GST Registration No. : 201838521G

Profoma Invoice

ADDRESS

AIG Asia Pacific Insurance Pte
Ltd
AIG Building #07-06
78 Shenton Way
079120

PROFOMA INVOICE 845
NO.
DATE 04/12/2024

DESCRIPTION	AMOUNT
SNG1660K - HONDA FIT 1.3 DATE OF ACCIDENT : 15.08.2024 LUMP SUM REPAIR FOR THIRD PARTY CLAIM	5,800.00
<hr/>	
SUBTOTAL	5,800.00
GST TOTAL	522.00
TOTAL	SG\$6,322.00

Accepted By

Accepted Date

Auto Star Automotive Pte Ltd

23 Kaki Bukit Ave 4

04-01

Singapore 415933

autostar.automotive@yahoo.com

Company Registration No. 202029008Z



Estimate

ADDRESS

FELICA SANTOSO

BLK 26B JALAN MEMBINA

#27-194

165026

ESTIMATE NO. 1488

DATE 04/12/2024

DESCRIPTION

AMOUNT

SNL9185L - NISSAN KICK
RENTAL PERIOD FROM 15.08.2024 TO 21.08.2024
\$120 X 6 DAYS = \$720.00
REPLACEMENT VEHICLE SNG1660K

720.00

Cheque should be crossed and made to Auto Star Automotive Pte Ltd
or E-transfer A/C: 601-304835-001 OCBC Bank.

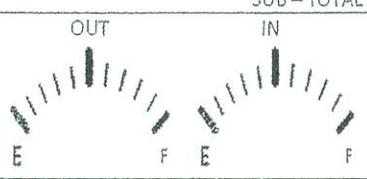
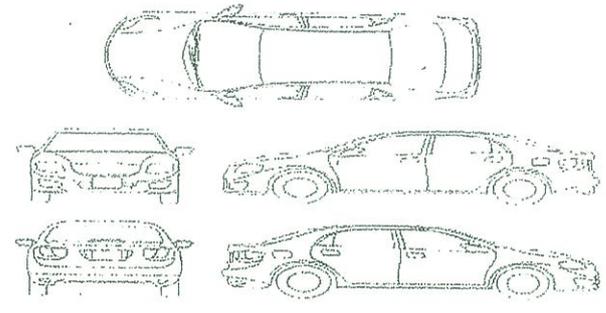
TOTAL

S\$720.00

Accepted By

Accepted Date

VEHICLE RENTAL AGREEMENT

HIRER'S PARTICULAR Name: (as in I/C) <u>Felicia Santoso</u> NRIC / Passport No.: <u>S XXXX 640 I</u> Address (Res): <u>BK 26B Jalan Membina #27-194 S 165036</u> Name & Address of Employer: _____ Occupation: _____ Driving Exp: _____ D/L No: _____ D/L Type: Local / International Pass Date: _____ Date of Birth: _____ Tel / HP: _____		Veh No: <u>SNL 9185L</u> Replace Veh No: <u>SNG 1660K</u> Mileage Out: _____ Mileage Out: _____ Make & Model <u>Nissan KICK</u> Make & Model <u>Honda FIT</u> Auto / Manual _____ Auto / Manual _____ OUT: Date <u>15/8/24</u> OUT: Date <u>21/8/24</u> OUT: TIME <u>1725</u> OUT: TIME <u>1600</u>	
ADDITIONAL DRIVER'S PARTICULARS Name: (as in I/C) _____ NRIC / Passport No.: _____ D/L No: _____ D/L Type: Local / International Address (Res): _____ Tel / HP: _____		RENTAL CHARGES Daily <u>6</u> @\$ <u>120</u> <u>720</u> <u>00</u> Weekly @\$ _____ Monthly @\$ _____ Hours @\$ _____ Others @\$ _____ CDW @\$ _____ PAI @\$ _____ Delivery Service _____ SUB-TOTAL \$ <u>720</u> <u>00</u>	
Refundable Deposit: _____ Cash/Nets/Cheque/Visa/MC Card No: _____ (A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES			
		EXTENSION Collection Service _____ Misc. _____ ESTIMATED TOTAL RENTAL \$ _____	
ACCESSORIES CHECK <input type="checkbox"/> Ashtray <input type="checkbox"/> Cig Lighter <input type="checkbox"/> S / Tyre <input type="checkbox"/> STD Tools <input type="checkbox"/> Jack <input type="checkbox"/> Hub Caps <input type="checkbox"/> Radio / Cass <input type="checkbox"/> CD / Cartridges <input type="checkbox"/> S / RIM		Hirer is responsible for the first \$ _____ excess for collision/damage to first party. (i.e.) Auto Stat Automotive Pte Ltd Vehicle (including windscreen) and also first \$ _____ excess for collision/damage to third party's vehicle for each and every accident/damage. Hirer's Signature: <u>[Signature]</u> Addition Driver's Signature: _____	

I/We agreed to the terms and conditions above, overleaf and that all information given are true & correct in all respect. My/Our driving license(s) is/are current and not disqualified from driving. You may charge all amount due on the rental to my/our credit card.

***IMPORTANT**

- ONLY PERSONS ABOVE 25 YEARS OF AGE WITH MORE THAN 2 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.
- VEHICLE IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT BE DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY AUTO STAR AUTOMOTIVE PTE LTD.
- IN THE EVENT OF AN ACCIDENT, THE HIRER OF AUTHORIZED DRIVER:
 - shall report all accidents involving the said vehicle to the owner immediately;
 - shall take immediate steps to complete and sign Form MAR1 (Motor Accident Report Form) and do all others acts required in compliance with the 'NON-INJURY MOTOR ACCIDENT REPORTSCEHEME' (the form will be made available when the accident is report to the owner);
 - shall report to the police within 24 hours from the occurrence, the following types of accidents:
 - injury case
 - non-injury case involving a Government vehicle, or damage to Government property.
 - non-injury case involving a foreign vehicle (to obtain their motor insurance policy (Passport No./ Name of the driver, vehicle number, Log card and vehicle road tax information.
 - non-injury case involving a pedestrian or cyclist.

RETURN OF VEHICLE. The Hirer/Driver is required to sign in the column "Signature of Hirer/Driver" tailing which the day and time inserted below shall be deemed to be the day and time the vehicle is returned to AUTO STAR AUTOMOTIVE PTE LTD and the same shall be accepted as conclusive evidence of the same and shall not be challenged or questioned on any account whatsoever.

DATE IN	TIME IN	MILEAGE	CHECKED BY	REMARKS	DEPOSIT REFUND	
<u>21/8/24</u>	<u>1600</u>					<u>[Signature]</u>

HIRER:

TERMS & CONDITIONS

1. Hirer/ Named driver shall not use the vehicle for speeding, reckless driving, racing or any illegal activities. AUTO STAR AUTOMOTIVE PTE LTD reserves the rights to repossess the vehicle with additional SGD \$1,500/- compensation. Hirer shall be fully responsible for any damages and any other cost incurred as a result of such activities.
2. Hirer shall ensure the usage of vehicle is limited to Singapore only.
3. Should the vehicle be involved in any traffic offence during the rental period, the hirer agreed to be liable for and agree to pay all fines and any other amount government or semi government authority shall levy or impose.
4. Only the hirer or named driver is allowed to use the vehicle. In any circumstances that another driver apart from the hirer or named driver is found using the vehicle, the Owner reserves the rights to repossess the vehicle and Hirer is responsible for such cost incurred.
5. Should the Hirer meet with an accident or any loss or damage is caused to the Vehicle during the lease/ rental period, the Hirer must inform the Owner immediately. No repair is to be done without the Owner's approval. If ACCIDENT REPORT to the Insurance Company is required, the Hirer/ Named driver must assist us to lodge within 24 hours and assist us in the insurance claim pertaining to the accident.
6. The Hirer is responsible for the below Excess for loss or damage to vehicle or third party property for each and every accident during the period of rental.

Windscreen Excess: S\$ 100.00
Own Damage Excess (Section 1): S\$ 2,000.00
Third Party Excess (Section 2): S\$ 2,000.00
Young and Inexperienced Driver: Additional S\$ 3,000.00
(Below 26 yrs old and driving experience of 2 yrs and below)

7. Hirer is liable for any loss of, or any damage which include physical damage or any other general damages to the vehicle and its accessories during the rental period, the Hirer must make payment of such repair or replacement cost immediately.
8. The Hirer has to return the vehicle with the fuel at the same level as when collected the vehicle on _____ (Date Out).
9. The Owner will not be responsible for any loss of or damage to personal belongings in the vehicle during rental period and after returning the vehicle.
10. Smoking, or transportation of pets is NOT allowed in the hired vehicle. Hirer is responsible for a penalty of S\$ 500.
11. The maintenance of the vehicle will be borne by AUTO STARS AUTOMOTIVE PTE LTD. If there is any problem to the vehicle or vehicle breakdown, Hirer/ Named Driver must report to the Owner immediately to seek advice or assistance.
12. During vehicle breakdown due to wear and tear or maintenance issue, the Owner shall within twenty-four (24) hours substitute with a similar replacement of the same or closest specifications & capacity. Replacement vehicle will be provided for any repair /maintenance / inspection of vehicle, which requires more than 4 hours. In the event whereby the Owner is unable to furnish a replacement vehicle, a rental rebate (based on prorated contract rate) will be credited to the Hirer for loss of vehicle usage during that period.
13. At any point of time, if the vehicle breakdown due to Hirer/ driver's negligence, tire puncture, empty petrol tank, loss of keys, keys locked in car or any other breakdown not due to vehicle maintenance or wear and tear, a nominal fee of S\$ 50 (Weekdays 8am to 8pm) and S\$ 100 (PH, Sat, Sun & Weekdays before 8am or after 8pm).
14. Should there be any breach of any of the above clauses, the Owner reserves the right to repossess the vehicle without any refund and Hire shall be liable to pay for the cost for the repossession.

Dated:

Signature of the Hirer

Name:



Auto Star Automotive Pte Ltd (the Owner)

Name:

Designation:



Cash Sale / Work Order

No. 28884

快捷拖车服务

SPEED TOWING SERVICE

Blk 151 Petir Road #10-180 Singapore 670151
Reg No. 53116619X

Cash HP: 9001 0855 Date: 15/08/24
(24 Hours Towing Services)

Messrs: XIN HUA WORKSHOP PTE LTD

Vehicle No: SNG 1660 K Model: H. Fit

From: 3020 Ubi Ave 2 To:

Time (day/night):

Others: Acc

Cash \$: 702



注意: 本公司对所拖之车辆, 在进行中如有任何损失或破坏, 一概由车主自行负责。
NOTE: Vehicle is towed at owner's risk. The company accepts no responsibility for damages or other misdeemeanour to your vehicle whilst being towed.

经手人: M Received by:

收货人

XIN HUA WORKSHOP PTE LTD
REG: 201838521G



LETTER OF AUTHORIZATION

Accident involving my vehicle SNG1660K & SCE 812L on 15/8/2024 at along BIK 3020 Ubi Ave 2 OSCP

I/We, Felicia Santoso, owner of vehicle no. SNG1660K hereby authorize XIN HUA WORKSHOP PTE LTD to proceed with the repair for my vehicle SNG1660K which was damaged in the above accident.

I/We further authorize XIN HUA WORKSHOP PTE LTD to claim against the driver and/or the owner of the other vehicle(s) involved in the said accident for the repair cost and the loss of use/rental, and etc of my vehicle on my behalf and for the own benefit.

You are further authorized to appoint your solicitor and give instruction in my name for the purpose of seeking recovery of the said cost of repairs and the loss of use/rental, and etc.

I further authorize you and/or your representative(s) to sign all and any documents including but not limited to Release Forms and Discharge Vouchers, so as to effect settlement of the repair costs, loss of use/rental and etc, as well as legal fee and all disbursements related thereof.

I hereby undertake to co-operate with you and render you all the assistance (Including the re-inspection of my vehicle an being a witness at trial) that may be necessary for you to recover the cost of repairs and the loss of use of my vehicle against any party.

A handwritten signature in blue ink, appearing to read "Felicia Santoso".

Owner Signature / Company Stamp / Date

Name : Felicia Santoso
NRIC : SXXXX 640I
HP Tel : 91899664
Address : BIK26B Jalan Membina
#27-194
S165026

XIN HUA WORKSHOP PTE LTD
REG: 201838521G



Warrant To Act

In the matter of an accident involving motor vehicles SNG1660X & SCE812L
along BLK 3020 Ubi Ave 2 OSCP on 15/8/2024

I/We, Felicia Santoso (NRIC) SXXXX640I
of BLK 26B Jalan Membina #27-194 S165026

hereby appoint and instruct XIN HUA WORKSHOP PTE LTD to act for and on my/our behalf in respect of the above matter, including,

- (a) to claim for my cost of repairs/ loss of use/ cost of rental and all costs property incurred in respect of these claim;
- (b) to negotiate, settle or litigate the claim and to receive all monies of claim on my/our behalf;
- (c) to pay to yourselves all monies and party and party costs you may at any time receive from the third parties in connection with the above matter;
- (d) to release all monies or proceeds of settlement monies received by you (after deducting your legal costs) to my repairs XIN HUA WORKSHOP PTE LTD in settlement of my outstanding bill/ account with them.

A handwritten signature in blue ink, appearing to read 'Felicia Santoso', is written over a horizontal line.

Owner Signature / Company Stamp / Date