

TONG JIN SHI JULIA

c/o Blk 7 Sin Ming Industrial Estate

#01-76

Singapore 575642

Date: 16-09-2024

MS FIRST CAPITAL INSURANCE LIMITED  
MOTOR CLAIMS DEPT.

16 RAFFLES QUAY

#42-01 HONG LEONG BUILDING

SINGAPORE 068581

Dear Sir / Madam

ACCIDENT INVOLVING MOTOR VEHICLES SNM 7965 K AND SHC 1871 K  
ALONG LORONG 26 GEYLANG ON 25 AUG 2024

I / We, the owner of Vehicle No. SNM 7965 K which was involved in the above accident.

My / Our vehicle sustained damages as a result of the above said accident and I / we are now claiming against you for the followings:-

- |        |                                       |   |                  |
|--------|---------------------------------------|---|------------------|
| 1.     | Costs of repair                       | - | \$1853.00        |
| 2.     | Loss-of-Use/Rental fees <u>2 Days</u> | - | \$260.00         |
| 3.     | Police / GIA report / LTA fees        | - |                  |
| 4.     | Surveyor report fees                  | - |                  |
| 5.     | Others                                | - |                  |
| Total: |                                       |   | <u>\$2113.00</u> |

Please advise whether you are now prepare to settle my claims as outlined above.

I / We hereby authorise my / our repairers, M/s **Alan's United Auto Pte. Ltd.** and/or their representatives to negotiate/compromise settlement of my / our above claim on my / our behalf. If there is a settlement I / we further authorise you to pay whatever settlement sum to my / our repairers being the outstanding repair bill and incidentals due to them.

Your kind attention and prompt settlement is much appreciated.

Yours faithfully,



TONG JIN SHI JULIA

## LETTER OF AUTHORITY

ACCIDENT INVOLVING SNM 7965K AND SHC 1871 K

ALONG LORONG 26 GEYLANG

ON 25 AUGUST 2024

BY THE LETTER OF AUTHORITY, I / We, TONG JIN SHI JULIA

NRIC NO. S9129002B The owner of Vehicle No. SNM 7965K

Hereby irrevocably appoint Messrs **Alan's United Auto Pte. Ltd.** at Block 7, Sin Ming Industrial Estate, Sector C, #01-76, Singapore 575642, and/or their representative to process the Third Party claim on my/our behalf and to do all and/or any of the followings:-

1. To submit, negotiate/compromise and to resolve settlements of my/our above mentioned claim.
2. To collect payment(s) due in respect of any such claim(s) for the loss and damage, such payment to be made by way of Cheque in favor of **Alan's United Auto Pte. Ltd.**
3. For any of the purpose aforesaid, to execute, sign and deliver all documents whatsoever as they deem necessary for the purpose of settling my/our said claim.

I / We hereby declare that all the processing and documents done by virtue of this letter of authority on my/our behalf by my/our repairers or any person authorized by them shall be as good valid and effectual to all intends and purposes whatsoever as if the same had been done or executed by me/us in person.

I / We further confirm that the acceptance by Messrs **Alan's United Auto Pte. Ltd.** of the settlement amount constitute the full discharge of my/our claim(s) in respect of the above accident.

Signed on the 28 (day) 08 (month) 2024 (year)



Acknowledged by Owner

(company stamp if applicable)

**DISCHARGE RECEIPT**

CLAIM REFERENCE : D24007490MFCT/CTPL/CL/TPD  
ACCIDENT DATE : 25/08/2024  
ACCIDENT LOCATION : LOR 9 GEYLANG  
INSURED : COMFORT TRANSPORTATION PTE LTD  
INSURED DRIVER : SAY KWEE GUAN  
INSURED VEHICLE : SHC1871K  
INVOLVED PARTY : SNM7965K  
SETTLEMENT SUM : \$2,053.00

I/We, the undernoted CLAIMANT being the person/entity entitled to receive the compensation in relation to the accident, hereby agree to accept the SETTLEMENT SUM as full and final settlement of all claims for damages, costs & disbursements arising out of the ACCIDENT, and I/WE also agree that the said settlement sum:

1. is paid without admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and/or its INSURED DRIVER in respect of the said loss and for damage whether now or hereafter to become manifest,
2. is accepted by me/us to the intent that the said MS First Capital Insurance Limited and /or its INSURED and/or its INSURED DRIVER be absolutely and finally discharged from all claims whatsoever which I/WE now or hereafter may have arising out of or connected with or traceable to the said accident.

I/WE acknowledge that this DISCHARGE RECEIPT is not to be construed as an admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and /or its INSURED DRIVER and it shall not be used as evidence in any claims or actions which may be made against them or any of them.

CLAIMANT: **TONG JIN SHI JULIA**

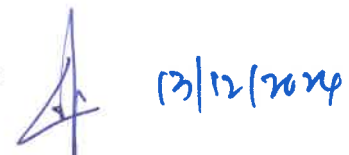
Signature and Date :



WITNESS :

**ALAN'S UNITED AUTO PTE. LTD.**  
Company Reg. No.: 201113667N  
Blk 7 Sin Ming Industrial Estate Sector C  
#01-76 Singapore 575642  
Tel: 6453 8686 Fax: 6459 6550

Signature and Date :



# ALAN'S UNITED AUTO PTE. LTD.

Block 7, Sin Ming Industrial Estate, #01-76, Singapore 575642.

Tel: 6453 8686 (3 Lines) Fax: 6459 6550

Company Reg. No.: 201113667N

GST Reg. No.: 201113667N

Vehicle Insured : SHC1871K  
Accident Date : 25-Aug-2024

Our Ref : 024167 (FIRST) / CHAN

TONG JIN SHI JULIA  
464B CLEMENTI AVE 1  
#12-48  
Singapore 122464

No. : 16808

Date : 03-Sep-2024

PAGE : 1

FINAL REPAIR COST FOR AUDI A3 SNM7965K  
=====

To supply spare parts

To putty and spray replaced parts

To remove door board for renew door  
mirror and door belt, door glass

	-----
	1,700.00
Add 9% GST :	153.00
	-----
Total :	S\$ 1,853.00
	=====

Singapore Dollars One Thousand Eight Hundred  
and Fifty Three Only

**CUSTOMER**

**TONG JIN SHI JULIA**  
**C/O ALAN'S UNITED AUTO PTE LTD**

BLK 7 SIN MING IND. ESTATE  
SECTOR C, #01-76  
SINGAPORE 575642.

MR. ALAN KHONG

INVOICE NO : **C24265**

DATE : 16.09.2024

TERM : CASH

**RENTAL FEES FOR :-**

S/N	VEHICLE NO.	VRA NO.	REFERENCE	NO. OF DAYS	UNIT PRICE (\$)	AMOUNT (\$)
1	SDJ 6138Y	9866	SNM 7965K	2	\$ 130.00	\$ 260.00
		**	***	*****	***	
TOTAL:						<u>\$ 260.00</u>

**PAYMENT MODE:**

BY CHEQUE: CHIN HUI CAR RENTAL  
BANK TRANSFER: OCBC 531-709517-001  
PAYNOW TO UEN: 53090791K

YOUR EARLY REMITTANCE IS MUCH APPRECIATED.

  
\_\_\_\_\_  
CHIN HUI CAR RENTAL

DATE IN	TIME IN	MILEAGE	CHECKED BY	 
31/8/24	3.25pm	268.33		

## Daphne Lee (LKK Auto)

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**From:** Lim Gan Koon (Chris) <ChrisLim@msfirstcapital.com.sg>  
**Sent:** Monday, 7 October 2024 1:50 PM  
**To:** Daphne Lee (LKK Auto)  
**Cc:** Admin A  
**Subject:** RE: YOUR REF : D24007490MFCT/CTPL/CL/TPD - SNM7965K & SHC1871K (DOA: 25/08/2024) \*\*\*LKK Ref: CD/FCI24080447/Kma3

Without Prejudice

Dear Daphne,

Pls offer as per below:

COR - \$1,853.00  
LOR - \$200.00 (\$100.00 x 2 days)  
Total - \$2,053.00

Thank you.

Chris Lim  
Motor Claims Dept.

**MS First Capital Insurance Ltd**  
16 Raffles Quay  
#42-01 Hong Leong Building  
Singapore 048581

D: 6359 1813 | M: 6359 1800 | F: 6223 0541  
Website <http://www.msfirstcapital.com.sg>  
A Member of  **MS&AD INSURANCE GROUP**

Personal Data Protection Act 2012 ("PDPA"):  
Under the PDPA, there are various requirements that regulate the processing of your personal data.  
Please refer to [www.msfirstcapital.com.sg](http://www.msfirstcapital.com.sg) for details of PDPA Personal Data Collection Statement.

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**From:** Daphne Lee (LKK Auto) <daphnelee@lkkauto.com>  
**Sent:** Monday, October 7, 2024 9:51 AM  
**To:** Lim Gan Koon (Chris) <ChrisLim@msfirstcapital.com.sg>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** RE: YOUR REF : D24007490MFCT/CTPL/CL/TPD - SNM7965K & SHC1871K (DOA: 25/08/2024) \*\*\*LKK Ref: CD/FCI24080447/Kma3

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.

Dear Chris,

Your Ref: D24007490MFCT/CTPL/CL/TPD

We refer to the above matter and your email below.

**ACCIDENT INVOLVING SNM 7965K AND SHC 1871K ON 25/08/2024**

We have highlighted to your good office on 27/08/2024 of Third-Party's request to do Direct Settlement with our Principal, MS First Capital Limited.

It is an accident under BOLA:26. OID's passenger open rear door RH collided TP going straight.

Basing on the report of the circumstance of the accident, we propose to settle third-party claim at 100% liability.

Summary to offer to repairer **ALAN'S UNITED AUTO PTE LTD** is as follows: -

	Claimed Amount	Revised Amount
1. Cost of Repair	\$ 2,632.50	\$ 1,853.00 (L/S) (w/GST)
2. Loss of Rental (2 days x \$130.00)	\$ 260.00	\$ 240.00 (2 days x \$120.00)
<b>Total</b>	<b>\$ 2,892.50</b>	<b><u>\$ 2,093.00</u></b>

\*2 days recommendation for repair.

Relevant supporting claim documents are attached herewith for your perusal and reference.

Kindly note that this inspection report dated 04/10/2024 is only for mandate purpose.

**The above is for your approval please.**

Thank You

Best Regards,

**Daphne Lee (Ms)** | Case Handler

Third Party Direct Settlement

**LKK Auto Consultants Pte Ltd**

Phone: 6841 2157 | Email: [DaphneLee@lkkauto.com](mailto:DaphneLee@lkkauto.com)

HQ : Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #01-25 | S(408933)

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**From:** Lim Gan Koon (Chris) <[ChrisLim@msfirstcapital.com.sg](mailto:ChrisLim@msfirstcapital.com.sg)>

**Sent:** Friday, 4 October 2024 6:03 PM

**To:** Daphne Lee (LKK Auto) <[daphnelee@lkkauto.com](mailto:daphnelee@lkkauto.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: YOUR REF : D24007490MFCT/CTPL/CL/TPD ENCLOSE SNM7965K CLAIM DOCUMENT FOR PROCESS CLAIM

Dear Daphne,

Any update?

Thank you.

Chris Lim  
Motor Claims Dept.