

Date:

M/s:

MS FIRST CAPITAL

INSURANCE PTE LTD.

Singapore \_\_\_\_\_

Attn: Motor Claims Department

Dear Sir/ Madam,

Accident involving vehicle SMV 8238J and SHA 5757S on 26/08/24

I am the owner of vehicle no SMV 8238J which was involved in an accident with your insured vehicle no SHA 5757S.

The accident was caused solely by your insured's negligence. I am therefore, seeking compensation from you for my financial loss as itemised below:

a)	Repair Cost/ Excess	S\$ 4670.87
b)	Loss of Use/ Rental of vehicles for <u>3</u> day(s) @ S\$ <u>80.00</u> per day	S\$ 240.00.
c)	LTA/ GIA Search Fees	S\$ 2.18.
d)	Administrative Charges	S\$
e)	Others _____	S\$
TOTAL		S\$ 4913.05

I enclose herewith copy of the following: (please tick the appropriate boxes)

<input checked="" type="checkbox"/>	Repair Invoice	<input checked="" type="checkbox"/>	LTA/ GIA Search Receipt
<input type="checkbox"/>	Policy Excess Invoice	<input type="checkbox"/>	NRIC/ Driving License
<input type="checkbox"/>	Rental Invoice	<input type="checkbox"/>	GIA Report
<input type="checkbox"/>	Certificate of Insurance	<input type="checkbox"/>	Survey Report

All payment should be made in my favour and the said payment as full and final settlement of my claim.

Please acknowledge receipt and let me have your favourable reply soon.

Sincerely

TAN SAY KEONG

Name of Insured:

248 F

NRIC:



## AUTHORIZATION TO ACT

I, TAN SAY KEONG ("the third party claimant") of 8 DAIRY FARM LANE # 08-24 (address), owner of SMV8238J ( vehicle no.) hereby authorize Komoco Motors Pte Ltd to act for me with respect to my claim for repair costs and/or rental and/ or loss of use ("claim) for my vehicle no. SMV8238J that was damaged pursuant to the accident which occurred on 26/08/24 (date) along BASEMENT CARPARK DAIRY FARM RESIDENCE (location) involving vehicle no. SHA 5757S ("the accident").

I further authorize the workshop to settle my above mentioned claim in a manner that they deem fit and the workshop is further authorized to receive payment further to settlement on my claim with payment cheque/s being made in favor of the workshop.

I further acknowledge that any settlement the workshop may reach on my behalf is on a without prejudice and without admission of liability basis insofar as the drive/owner/insurers of the other vehicle/s is concerned.

Date this 06 day of 09 (month) 2024 (year)

  
Signed by "third party claimant"

  
  
Signed by "the workshop"

**DISCHARGE RECEIPT**

CLAIM REFERENCE : D24007559MFCT/CTPL/TPD 2  
ACCIDENT DATE : 26/08/2024  
ACCIDENT LOCATION : DAIRY FARM RESIDENCES, BASEMENT CARPARK  
INSURED : COMFORT TRANSPORTATION PTE LTD  
INSURED DRIVER : LIM YEOW LIANG  
INSURED VEHICLE : SHA5757S  
INVOLVED PARTY : SMV8238J  
SETTLEMENT SUM : \$4,853.05

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: TAN SAY KEONG

Signature and Date :

 05/11/2024

WITNESS : NORDIN BIN MOHAMMAD

Signature and Date :

 05/11/2024  






# KOMOCO MOTORS PTE. LTD.

**KOMOCO SERVICE CENTRE**  
253 Alexandra Road  
#01-01 Singapore 159936  
T (65) 6473 5588  
www.hyundai.com.sg

**KEMBANGAN SERVICE CENTRE**  
460 Changi Road  
Singapore 419883  
T (65) 6440 1131

**THOMSON SERVICE CENTRE**  
551 Upper Thomson Road  
Singapore 574415  
T (65) 6844 8811

GST Ref No MR-8500364-4  
Co Reg 199609283R  
Page No 1  
Date 25/09/2024

**To :** MS FIRST CAPITAL INSURANCE LIMITED  
16 RAFFLES QUAY  
#42-01 HONG LEONG BUILDING  
SINGAPORE 048581  
Tel : 6507 3848

**Attn:**

## Tax Invoice

Invoice No : CGI-ASC-2024004788  
Invoice Date : 25/09/2024  
Repair Date : 03/09/2024  
Our Ref : WSR-ALX-2024021162  
Mileage : 54875  
Term : 30 Days  
Mode :  
Service Advisor : ROBYN CHIN ZHI SHEN  
Your Ref : SMV8238J

Item	Description	Quantity	UOM	Discount (%)	Unit Price SGD	GST	Amount SGD
1	TO CARRY OUT ACCIDENT BODY REPAIRS - FRT LHS DOOR / FRT LHS WING MIRROR	1		0.00	420.00	STD	420.00
2	TO SPRAY PAINT ON DAMAGED PORTIONS - FRT LH DOOR / FRT LH WING MIRROR	1		0.00	440.00	STD	440.00
3	TO SUPPLY DOOR SEALANT (S.NETT)	1		0.00	100.00	STD	100.00
4	TO TRANSFER DOOR MECHANISM (S.NETT)	1		0.00	210.00	STD	210.00
5	TO CHECK ELECTRICAL SYSTEM FOR PROPER FUNCTIONING AFTER ACCIDENT REPAIR (S.NETT)	1		0.00	180.00	STD	180.00
6	TO REPROGRAMME AFTER ACCIDENT REPAIR (S.NETT)	1		0.00	180.00	STD	180.00
7	SUNDRIES (S.NETT)	1		0.00	20.00	STD	20.00
8	PANEL ASSY-FRONT DOOR,LH	1	UNIT	20.00	2,471.00	STD	2,471.00
9	GARNISH ASSY-DR FRAME LH	1	UNIT	20.00	40.00	STD	40.00
10	MOULDING ASSY-FRT DR FRAME,LH	1	UNIT	20.00	56.00	STD	56.00
11	MIRROR ASSY-OUTSIDE RR VIEW,LH	1	UNIT	20.00	852.00	STD	852.00
Sub Total							4,969.00
Discount Amount							(683.80)
Total							4,285.20
Goods and Service Tax							385.67
9% GST (Tax on SGD 385.67@1.0000000 = SGD385.67)							
Total Amount with GST							4,670.87

Remark : MS FIRST CAPITAL INSURANCE THIRD PARTY CLAIM  
EXCESS NIL D V SIGN  
INCIDENT DATE: 26/08/2024  
POLICY NO: B300838151 QMY



## KOMOCO MOTORS PTE. LTD.

### KOMOCO SERVICE CENTRE

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#01-01 Singapore 159936  
T (65) 6473 5588  
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Singapore 419883  
T (65) 6440 1131

### THOMSON SERVICE CENTRE

551 Upper Thomson Road  
Singapore 574415  
T (65) 6844 8811

GST Ref No MR-8500364-4

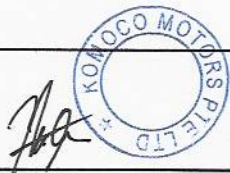
Co Reg 199609283R

Page No 2

Date 25/09/2024

Amount : SGD FOUR THOUSAND, SIX HUNDRED SEVENTY AND EIGHTY-SEVEN CENTS ONLY

# Confidential



E. & O. E.

Komoco Motors Pte Ltd

RIGHT HERE, RIGHT CARE

Created By: KOTP1820 25/09/2024 7:37AM

Printed By: KOTP1820 25/09/2024 07:38 AM


## INSURER ENQUIRY

Find  
insurer

Vehicle reg. no.

sha5757s

Date of Accident

26/08/2024 

Reset

## % RESULT &amp; RECEIPT

## TP Insurer Enquiry

Insurance ..... **MS First Capital Insurance Ltd**Period of Insurance ..... **01/01/2024 - 31/12/2024**Requested By ..... **ROBYN CHIN ZHI SHEN (KOMO...**Requested Date ..... **27/08/2024 08:54****Payment details**Request Amount: **S\$2**GST Amount: **S\$0.18**Total Amount Due (GST Inclusive): **S\$2.18****General Insurance Association**

Records Management Centre

GST Registration No: **M400017735**

Yan (LKK Auto)

**From:** Nordin Bin Mohammad <nordin.mohammad@hyundaimotors.com.sg>  
**Sent:** Monday, November 4, 2024 1:38 PM  
**To:** Yan (LKK Auto)  
**Cc:** Heng Swee Hee; Foong Yao Jie (Jack); Robyn Chin Zhi Shen; Admin A; Hsiao Tong (LKKAuto)  
**Subject:** RE: [OFFER] RE: New Assignment (Our Ref: D24007559MFCT/CTPL) SMV8238J - TP CLAIM / YOUR REF : D24007559MFCT/CTPL/TJ/TPD-2 (SHA5757S) - TAXI - PAYMENT

Dear Sirs/Mdm,

We accept as per offer amount . Refer below bank details , email notification can send to my email .

**Payment via Account transfer:**

Bank: DBS Bank Ltd  
Bank code: 7171  
Branch code: 001  
Bank account number: 0010626370

**Payment via Paynow:**

Paynow UEN: 199609283RVEH

**Paynow via Paynow QR:**



Company Name	KOMOCO MOTORS PTE LTD
Company Reg No.	199609283R
Address	253 ALEXANDRA ROAD, #01-01, SINGAPORE 159936
Contact No.	

**Bank Transfer Details**

Beneficiary	KOMOCO MOTORS PTE LTD
Bank Name	DBS BANK LTD
Bank Address	12 MARINA BOULEVARD, DBS ASIA CENTRAL AT MARINA BAY FINANCIAL CENTRE TOWER 3, SINGAPORE 018982
Bank Code	7171
Branch Code	001
SWIFT Code	DBSSSGSG
Bank Account No.	001-062637-0
Currency	SGD
Remittance Attention To Email / Contact Number	

Thank you.

Warmest Regards,  
**Nordin Bin Mohammad**

## Yan (LKK Auto)

---

**From:** Jason Tea Chee Kiat <JasonTea@msfirstcapital.com.sg>  
**Sent:** Friday, November 1, 2024 5:00 PM  
**To:** Yan (LKK Auto)  
**Cc:** Admin A; Hsiao Tong (LKKAuto)  
**Subject:** Mandate Given || RE: VERY URGENT || Request for SR || New Assignment (Our Ref: D24007559MFCT/CTPL)

Dear Yan,

Mandate given as follows

COR \$4,670.87

LOU \$ 3 days X \$60.00 = \$180.00

GIA Fees = \$2.18

**Total = \$4,853.05**

Best Regards

Jason Tea

Motor Claims Dept

**MS First Capital Insurance Ltd**

16 Raffles Quay #42-01 Hong Leong Building | Singapore 048581

D: 6359 1822 | Tel: 6359 1800 | F: 6223 0541 | Reg. No. 195000106C

Website <http://www.msfirstcapital.com.sg>

A Member of  **MS&AD INSURANCE GROUP**

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**From:** Yan (LKK Auto) <yan@lkkauto.com>

**Sent:** Friday, 25 October 2024 4:09 pm

**To:** Jason Tea Chee Kiat <JasonTea@msfirstcapital.com.sg>

**Cc:** Admin A <admin-a@lkkauto.com>; Hsiao Tong (LKKAuto) <chewht@lkkauto.com>

**Subject:** [SEEK MANDATE] RE: VERY URGENT || Request for SR || New Assignment (Our Ref: D24007559MFCT/CTPL)

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Your ref: **D24007559MFCT/CTPL**

Our ref : **CD/FCI24080465/Rua3**



Dear Sirs/Mdm,

**ACCIDENT INVOLVING SHA 5757S(MS FCIL) AND SMV 8238J(TP) ON 26/08/2024**

We refer to the above matter.

We are of the view that liability is not in our driver's favour as insured reversed and hit onto TP's vehicle left front door portion.

We seek your approval to offer repairer **"KOMOCO MOTORS PTE LTD"** at **\$4,913.05(all-in).**

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repair	\$ 5,681.20	\$ 4,670.87 (\$ 4,285.20+9%GST)
2. Loss of Use (3days x \$80.00)	\$ 240.00	\$ 240.00 (3days X \$80.00)
3. LTA/GIA search fee	\$ 2.18	\$ 2.18
<b>Total</b>	<b>\$ 5,923.38</b>	<b>\$ 4,913.05</b>

Surveyor recommended 3 days for repair.

Enclosed here with all the relevant documents for your perusal.

Kindly note that this inspection report dated 27/08/2024 is only for mandate purpose.

**Kindly let us have your approval / instruction.**

Best Regards,

**Yan**

**LKK Auto Consultants Pte Ltd**

Email: [yan@lkkauto.com](mailto:yan@lkkauto.com) | DID: 6841-6051 | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

---

**From:** Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Sent:** Friday, October 25, 2024 3:29 PM  
**To:** Yan (LKK Auto) <[yan@lkkauto.com](mailto:yan@lkkauto.com)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>  
**Subject:** VERY URGENT || Request for SR || New Assignment (Our Ref: D24007559MFCT/CTPL)

Hi Yan,

Refer to attached for the LOD from Komocco, please confirm whether your end will be putting up the mandate for approval, if not please let us have your survey report urgently

Previously I have email to assignments [assignments@lkkauto.com](mailto:assignments@lkkauto.com); Admin A [admin-a@lkkauto.com](mailto:admin-a@lkkauto.com), but no body replied to me.

Best Regards

Jason Tea

Motor Claims Dept

**MS First Capital Insurance Ltd**  
16 Raffles Quay #42-01 Hong Leong Building | Singapore 048581  
D: 6359 1822 | Tel: 6359 1800 | F: 6223 0541 | Reg. No. 195000106C  
Website <http://www.msfirstcapital.com.sg>  
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**From:** Jason Tea Chee Kiat  
**Sent:** Wednesday, 25 September 2024 10:37 am  
**To:** assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>  
**Subject:** Request for SR || New Assignment (Our Ref: D24007559MFCT/CTPL)

Dear LKK,

Can we have your survey report.

Thanks.

Best Regards

Jason Tea

Motor Claims Dept

**MS First Capital Insurance Ltd**

16 Raffles Quay #42-01 Hong Leong Building | Singapore 048581

D: 6359 1822 | Tel: 6359 1800 | F: 6223 0541 | Reg. No. 195000106C

Website <http://www.msfirstcapital.com.sg>

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---

**From:** Hueh Yin (LKK Auto) <[huehyin@lkkauto.com](mailto:huehyin@lkkauto.com)>

**Sent:** Tuesday, September 3, 2024 9:51 AM

**To:** Robyn Chin Zhi Shen <[robyn.chin@hyundaimotors.com.sg](mailto:robyn.chin@hyundaimotors.com.sg)>; Joanne Tan Jo Ann <[joannetan@msfirstcapital.com.sg](mailto:joannetan@msfirstcapital.com.sg)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Cc:** Heng Swee Hee <[shheng@hyundaimotors.com.sg](mailto:shheng@hyundaimotors.com.sg)>; Foong Yao Jie (Jack) <[Foong.Yao@hyundaimotors.com.sg](mailto:Foong.Yao@hyundaimotors.com.sg)>; Nordin Bin Mohammad <[nordin.mohammad@hyundaimotors.com.sg](mailto:nordin.mohammad@hyundaimotors.com.sg)>; Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>

**Subject:** RE: New Assignment (Our Ref: D24007559MFCT/CTPL)

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Dear Robyn,

Noted with thanks.

We will arrange accordingly.

Best Regards,

**Hueh Yin** | Admin

**LKK Auto Consultants Pte Ltd**

Phone: 6741-8434 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

---

**From:** Robyn Chin Zhi Shen <[robyn.chin@hyundaimotors.com.sg](mailto:robyn.chin@hyundaimotors.com.sg)>

**Sent:** Tuesday, September 3, 2024 8:38 AM

**To:** Joanne Tan Jo Ann <[joannetan@msfirstcapital.com.sg](mailto:joannetan@msfirstcapital.com.sg)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Cc:** Heng Swee Hee <[shheng@hyundaimotors.com.sg](mailto:shheng@hyundaimotors.com.sg)>; Foong Yao Jie (Jack) <[Foong.Yao@hyundaimotors.com.sg](mailto:Foong.Yao@hyundaimotors.com.sg)>; Nordin Bin Mohammad <[nordin.mohammad@hyundaimotors.com.sg](mailto:nordin.mohammad@hyundaimotors.com.sg)>; Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>

**Subject:** RE: New Assignment (Our Ref: D24007559MFCT/CTPL)

Hi,

Kindly note that this vehicle SMV8238J is already in for survey ,

Thank You,

Best regards,

Robyn Chin Zhi Shen  
Vehicle Assessor Officer, Service

KOMOCO MOTORS PTE LTD  
253 Alexandra Road  
#01-01 Singapore 159936  
Email [robyn.chin@hyundaimotors.com.sg](mailto:robyn.chin@hyundaimotors.com.sg)  
HP (65) 9070 0157

---

**From:** Joanne Tan Jo Ann <[joannetan@msfirstcapital.com.sg](mailto:joannetan@msfirstcapital.com.sg)>  
**Sent:** Tuesday, August 27, 2024 4:37 PM  
**To:** [assignments@lkkauto.com](mailto:assignments@lkkauto.com); [admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)  
**Cc:** Robyn Chin Zhi Shen <[robyn.chin@hyundaimotors.com.sg](mailto:robyn.chin@hyundaimotors.com.sg)>; Heng Swee Hee <[shheng@hyundaimotors.com.sg](mailto:shheng@hyundaimotors.com.sg)>; Foong Yao Jie (Jack) <[Foong.Yao@hyundaimotors.com.sg](mailto:Foong.Yao@hyundaimotors.com.sg)>; Nordin Bin Mohammad <[nordin.mohammad@hyundaimotors.com.sg](mailto:nordin.mohammad@hyundaimotors.com.sg)>; Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** New Assignment (Our Ref: D24007559MFCT/CTPL)

Dear Sir/Mdm,

Attached documents for survey assignment.

-----Original Message-----

**From:** [support@msfirstcapital.com.sg](mailto:support@msfirstcapital.com.sg) <[support@msfirstcapital.com.sg](mailto:support@msfirstcapital.com.sg)>  
**Sent:** Tuesday, August 27, 2024 4:28 PM  
**To:** Joanne Tan Jo Ann <[joannetan@msfirstcapital.com.sg](mailto:joannetan@msfirstcapital.com.sg)>  
**Subject:** MT00017989 is Approved

Insured Vehicle No : SHA5757S  
TP Vehicle No : SMV8238J  
Claim No : D24007559MFCT  
Workshop Name : KOMOCO MOTORS PTE LTD  
Our Surveyor : LKK AUTO CONSULTANTS PTE LTD  
Instructions : Direct Settlement - Quantum to be agreed, please verify damage consistency

Created By : JOANNTAN  
Verified By : JASONTEA  
Approved By : JASONTEA



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