

**Xin Hua Workshop Pte Ltd**  
**Letter of Demand**

Our Ref: SJE6724K

5/Dec/2024

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

Dear Sir/Mdm:

**ACCIDENT INVOLVING SJE6724K & SKS9306D ALONG HOUGANG AVE 10 ON 07/10/2024**

**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>					Amount
Repair Costs					\$ 2,725.00
Loss Of Rental	\$150.00	X	5	days	\$ 750.00
Search Fees (LTA)					\$ 27.25
					Amount
					\$ 3,502.25

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** 846  
**NO.**  
**DATE** 04/12/2024

DESCRIPTION	AMOUNT
SJE6724K - TOYOTA ESTIMA	2,500.00
DATE OF ACCIDENT: 07.10.2024	
LUMP SUM REPAIR FOR THIRD PARTY CLAIM	
.....	
SUBTOTAL	2,500.00
GST TOTAL	225.00
TOTAL	<b>S\$2,725.00</b>

Accepted By

Accepted Date

**1ST AUTOMOTIVE SERVICES PTE LTD**  
53 Ubi Avenue 1 #01-23  
Paya Ubi Industrial Park Singapore 408934  
Tel: (65) 6844 6767 | (65) 8818 6767  
Email: Accounts@1as.com.sg  
Company & GST Reg. No. 202144249H



## TAX INVOICE

Bill To

**XINHUA WORKSHOP**  
23 KAKI BUKIT AVENUE 4 #04-01 SINGAPORE 415933  
CONTACT : 8786 7171

Invoice Date: 23 Oct 2024  
Invoice Number: ASR1257  
Due Date: 01 Nov 2024  
Reference: SNS932U

Description	Qty	Unit Price	Tax	Amount (SGD)
SNS932U HONDA FREED				
REPLACEMENT OF VEHICLE SJE6724K				
LEASING FROM 14 OCT 2024 TO 17 OCT 2024	5.00	137.6147	9%	688.07
			Subtotal	688.07
			GST 9%	61.93
			<b>Total Amount Due (SGD)</b>	<b>\$ 750.00</b>

### Payment Details:

Please make all cheques crossed & payable to **1st Automotive Services Pte. Ltd.**  
UOB Limited Account No: 330-322-9211  
PayNow UEN: 202144249H  
Please include the invoice number in the transaction description.

### Terms & Condition:

- Customer shall ensure the vehicle is of good and accepted condition before leaving the workshop. Should there be any complaints, customer shall advise the company upon vehicle collection.
- Please check for any errors or discrepancies in this invoice and advice the company before payment is made.
- This is a computer-generated invoice. No Signature is required



SCAN TO PAY

Thank you for your business!

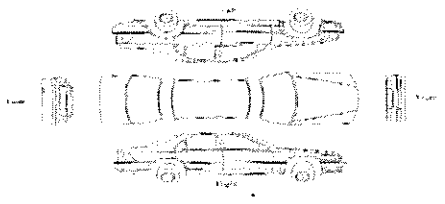
**1ST****1ST AUTOMOTIVE SERVICES  
PTE LTD**53 Ubi Avenue 1 #01-23 Paya Ubi Industrial  
Park Singapore 408934

Veh. No <i>SLU 8481P</i>	Rental Veh. No <i>SNS 9846B</i>
Veh. M / M <i>Toyota Venza</i>	Rental Veh. M / M <i>Honda Freed</i>

**VEHICLE RENTAL AGREEMENT**

VHA REF: 00156

HIRER'S PARTICULAR		<input type="checkbox"/> SAME AS HIRER	DRIVER'S PARTICULAR
Name:	<i>MD FAZLI B ZAINUDDIN</i>		Name:
Address:	<i>APT BLK 333 JURONG EAST AVE 1</i>		Address:
	<i>#01-1748 SINGAPORE 600333</i>		
I/C:	<i>98215506F</i>	D.O.B:	<i>13/05/1982</i>
Contact:	<i>9487 1456</i>	Pass Date:	<i>14/12/2013</i>
		Contact:	Pass Date:

	A - ACCIDENT	Hirer's acceptance
	C - CRACKED	
	D - DENTS	Driver's acceptance
	S - SCRATCHES	

RENTAL DETAILS			
Mileage Out		Mileage In	
Date Out	<i>14/10/2024</i>	Date In	<i>17/10/2024</i>
Time Out	<i>3:50 PM</i>	Time In	<i>5<sup>00</sup> PM</i>
ASSIGNED BY	REMARKS	CHECKED BY	REMARKS

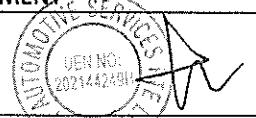
RENTAL CHARGES						PETROL / DIESEL LEVEL					
Daily	@ \$		5 Days @	\$ 150	OUT	E	¼	½	¾	F	
Weekly	@ \$		Wks @	\$							
Monthly	@ \$		Mth @	\$	IN	E	¼	½	¾	F	
Hours	@ \$		Hrs @	\$							
*Inclusive of additional charges (if any)			Amt payable*		\$ 750		Petrol Charges		YES	NO	AMT: _____
							CDW		YES	NO	AMT: _____
Payment	CASH	NETS	CHQ	VISA	MAST	Security Deposit		YES	NO	AMT: _____	
Bank / Cheque No						Advance Payment		YES	NO	AMT: _____	

I/We have read and agree to the terms and conditions stated on this page and overleaf. I/We am/are also aware that should there be any parking and/or traffic offence committed during the leasing period when the vehicle is in my/our possession, we will be billed accordingly. Subsequently, our personal details may be tendered accordingly to the government parking and/or traffic offence department. With us undersigning below, I/We am/are sure that all information I/We have given to 1<sup>st</sup> Automotive Services Pte Ltd in connection with this agreement are true and accurate.

IMPORTANT INFORMATION (To be go through by the personal of 1<sup>st</sup> Automotive Services Pte Ltd to the hirer and/or driver upon leasing of vehicle)

- Only persons above 23 and below 65 years of age with 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 1<sup>st</sup> Automotive Services Pte Ltd.
- Use of the vehicle illegal purpose such as in connection with theft, drug peddling or trafficking, smuggling is strictly prohibited.
- Additional drivers are required to register with us before they are allowed to drive the vehicle. Otherwise, he/she will not be protected by the insurance cover.
- The hirer shall be liable for excess charges for any late return of the rate shown per hour or on a per day basis.
- In case of any accident, the hirer MUST report to 1<sup>st</sup> Automotive Services Pte Ltd immediately regardless of the seriousness of the impact occurred. If there are bodily injuries, a police report MUST be made within the next 24 hours.
- In view of all accident, the hirer will bear the full responsibility for the SGD\$3000/- excess payable to 1<sup>st</sup> Automotive Services Pte Ltd and also the first SGD\$3000/- excess for damaged to the third party vehicle.

**ACKNOWLEDGEMENT**

<i>F3L</i>	
Signature of hirer / driver (company stamp if any)	For and on behalf of 1AS (authorised signature only)

> Back to OneMotoring

Land Transport Authority  
Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701  
GST Registration No. : M4-0006529-2

Print Date/Time : 14 Oct 2024 / 15:43:15

Receipt Date/Time : 14 Oct 2024 / 15:43:15

Tax Invoice/Receipt

Receipt No. : ITNET-00000-241014-003058

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Result of Insurance Enquiry - SKS9306D As at 07 Oct 2024/17:30:00 Insurance Co: AIG ASIA PACIFIC INSURANCE PTE. LTD.				
1	Insurance Enquiry - SKS9306D Enquiry Fee 20241014154202990899	25.00	2.25	27.25
Sub-Total		25.00	2.25	27.25
Total Before Rounding		25.00	2.25	27.25
Rounding Difference				0.00
Total Amount Payable				27.25
Paid By				
462845XXXXXX0675		eNETS Credit Card		27.25
Total				27.25
Cash Change				0.00
Tendered Amount				27.25
Excess Refundable Amount				0.00

THANK YOU AND HAVE A NICE DAY!

Please ensure that all payments to the Authority are good and promptly settled by the payment service provider / financial institution. Otherwise, the transaction and receipt is considered void and late fee may apply.

XIN HUA WORKSHOP PTE LTD  
REG: 201838521G



**LETTER OF AUTHORIZATION**

Accident involving my vehicle SJE 6724K & SKS9306D on 07/10/2024 at along Hougang Ave 10

I/We, Noorziha Binte Murad, owner of vehicle no. SJE 6724K hereby authorize **XIN HUA WORKSHOP PTE LTD** to proceed with the repair for my vehicle SJE 6724K 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 "Noorziha".

Owner Signature / Company Stamp / Date

Name : Noorziha Binte Murad  
NRIC : SXXXX159D  
HP Tel : 98232621  
Address : Blk T04 Hougang Ave 2  
#03-237  
S 530704

XIN HUA WORKSHOP PTE LTD  
REG: 201838521G



Warrant To Act

In the matter of an accident involving motor vehicles - SJE 6T24K 2 SKS9306D  
along Hougang Ave 10 on 07/10/2024

I/We, Norziha Binte Murad (NRIC) S XXXX159D  
of SJE 6T24K

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 deductiong your legal costs) to my repairs **XIN HUA WORKSHOP PTE LTD** in settlement of my outstanding bill/ account with them.

A handwritten signature in black ink, appearing to be "Norziha".

Owner Signature / Company Stamp / Date