



吉維利企業  
KIVILE ENTERPRISE

BLK 3007, UBI ROAD 1 #01-408, SINGAPORE 408701

TEL: 67488645, 67479547 FAX: 67482533

EMAIL: KIVILEPC@GMAIL.COM

WEBSITE: WWW.KIVILEPC.COM

ROC NO.: 53114844X

GST REG NO.: M90370110N

## LETTER OF DEMAND

### MS FIRST CAPITAL INSURANCE LIMITED

16 RAFFLES QUAY  
#42-01 EMBASSY OF THE REPUBLIC OF PANAMA  
SINGAPORE 048581

DATE : 19/03/2025  
PAGING : PAGE 1 OF 1

TEL: 63591800 H/P:

ATTN : CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG

FBJ761K REPAIR CLAIM

NO	DESCRIPTION	QUANTITY	U/PRICE	AMOUNT
				SGD
1.	FBJ761K REPAIR COST	1	1,500.00	1,500.00
2.	LTA SEARCH	1	25.00	25.00
3.	LOSE OF USE 4 DAYS @ \$ 50	1	200.00	200.00
4.	TOW FEE	1	60.00	60.00

TOTAL	:	1,785.00
ADD GST	:	142.65
GRAND TOTAL	:	<u>1,927.65</u>

# **AUTHORISATION TO ACT**

I/We, LOO BEE HENG (the third party claimant) of BLK 529  
BEDOK NORTH STREET 3 #06-606 S(460529) (address), owner of FBJ761K ( vehicle no.)  
hereby authorize KIVILE ENTERPRISE ( workshop) 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. FBJ761K that was damaged pursuant to the accident which  
occurred on 13/10/2024 ( date) along TECK WHYE CRES  
 ( location) involving vehicle no's SHC2166G (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 of my claim with payment cheque(s) being made in favour  
of the workshop.

I further knowledge that any settlement the workshop may reach on my behalf is on  
a without prejudice and without admission of liability basis in so far as the driver/  
owner/ insurers of the other vehicle(s) is concerned.

Date: 19 / 03 / 2025 (DD/MM/YYYY)

Chap & Sign

✓ [Signature]

Signed by the third party claimant  
(with company stamp if applicable)

**KIVILE ENTERPRISE**  
Blk 3007, Ubi Road 1 #01-408  
(S) 408701 M: 90370110N  
Tel: 6748 8645 Fax: 6748 2533

[Signature] 19/3/25  
Signed by the workshop  
(with company stamp)

my execution of this Discharge Voucher is only  
for my claim for property damage and not prejudicial  
to any other claims arising from the same accident

19/3/25

**DISCHARGE RECEIPT**

CLAIM REFERENCE : D24009132MFCT/CTPL/TPD 2  
ACCIDENT DATE : 13/10/2024  
ACCIDENT LOCATION : TECK WHYE CRESCENT  
INSURED : COMFORT TRANSPORTATION PTE LTD  
INSURED DRIVER : MOHAMMED SHARIFF BIN MOHAMMED TAWIL  
INSURED VEHICLE : SHC2166G  
INVOLVED PARTY : FBJ761K  
SETTLEMENT SUM : \$1,740.00

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: LOO BENG HENG

Signature and Date :

*[Signature]* 19/5/25

WITNESS :

Signature and Date :

**KIVILE ENTERPRISE**  
Blk 3007, Ubi Road 1 #01-408  
(S) 408701 M: 90370110N  
Tel: 6748 8645 Fax: 6748 2533

19/5/25

my execution of this Discharge Voucher is only  
for my claim for property damage and not prejudicial  
to any other claims arising from the same accident

*[Signature]* 19/5/24



吉維利企業  
KIVILE ENTERPRISE

BLK 3007, UBI ROAD 1 #01-408, SINGAPORE 408701

TEL: 67488645, 67479547 FAX: 67482533

EMAIL: KIVILEPC@GMAIL.COM

WEBSITE: WWW.KIVILEPC.COM

ROC NO.: 53114844X

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**TAX INVOICE**

**MS FIRST CAPITAL INSURANCE LIMITED**

16 RAFFLES QUAY  
#42-01 EMBASSY OF THE REPUBLIC OF PANAMA  
SINGAPORE 048581

TEL: 63591800 H/P:

ATTN : CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG

FBJ761K REPAIR CLAIM

**TAX INV NO. : AR202503-0092**

DATE : 19/03/2025

PAGING : PAGE 1 OF 1

TERMS : CASH

NO	DESCRIPTION	QUANTITY	U/PRICE	AMOUNT
				SGD
1.	FBJ761K REPAIR COST	1	1,500.00	1,500.00
2.	LTA SEARCH	1	25.00	25.00
3.	LOSE OF USE 4 DAYS @ \$ 50	1	200.00	200.00
4.	TOW FEE	1	60.00	60.00

(SINGAPORE DOLLAR ONE THOUSAND NINE HUNDRED TWENTY-SEVEN AND CENTS  
SIXTY-FIVE ONLY)

TOTAL	:	1,785.00
ADD GST	:	142.65
GRAND TOTAL	:	1,927.65

This is computer generated invoice. No signature is required.

> Back to OneMotoring



Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 02 Nov 2024 / 15:40:57

Receipt Date/Time : 02 Nov 2024 / 15:40:57

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-241102-001868

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 - SHC2166G As at 13 Oct 2024/20:42:00 Insurance Co: MS FIRST CAPITAL INSURANCE LIMITED				
1	Insurance Enquiry - SHC2166G Enquiry Fee 20241102154010250553	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				
20241102154015286		Direct Debit: eNETS Debit (Internet Banking)		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.

Company Name	KIVILE ENTERPRISE
Address	BLK 3007 UBI RD 1#01-408(/#01-432 (408701)
Remittance Attention To Email & Contact Number	kivilepc@gmail.com CONTACT : 83675360

**Bank Transfer Details**

Beneficiary	
Bank Name	UOB
Bank Address	TAI SENG BRANCH
Bank Code	7375
Branch Code	004
SWIFT Code	UOVBSGSG
Bank Account No.	3103018801
Currency	SGD

## Daphne Lee (LKK Auto)

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**From:** Joanne Yong Lai Fong <JoanneYong@msfirstcapital.com.sg>  
**Sent:** Wednesday, 19 March 2025 3:12 PM  
**To:** Daphne Lee (LKK Auto)  
**Cc:** Admin A  
**Subject:** RE: (OUR REF: D24009132MFCT/CTPL/TPD 2 ) FBJ761K & SHC2166G (DOA: 13/10/2024) \*\*\*LKK Ref: CD/FCI24110082/Uma3

Dear Daphne,

Pls proceed but LTA/GIA do not include with GST. Offer \$25.00

Thanks, and regards,

Joanne Yong  
Motor Claims

MS First Capital Insurance Ltd | 16 Raffles Quay #42-01 Hong Leong Building Singapore 048581 | [TEL: 6359 1823](tel:63591823) | Fax No. : 6223 0541 | Company Regn. No. 195000106C

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

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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:** Wednesday, 19 March 2025 2:55 pm  
**To:** Joanne Yong Lai Fong <JoanneYong@msfirstcapital.com.sg>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** RE: (OUR REF: D24009132MFCT/CTPL/TPD 2 ) FBJ761K & SHC2166G (DOA: 13/10/2024) \*\*\*LKK Ref: CD/FCI24110082/Uma3

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 Joanne,

Your Ref: D24009132MFCT/CTPL/TPD 2

We refer to the above matter and your email below.

**ACCIDENT INVOLVING FBI 761K AND SHC 2166G ON 13/10/2024**

We have highlighted to your good office on 05/11/2024 of Third-Party's request to do Direct Settlement with our Principal, MS First Capital Limited.

It is an accident under BOLA: 9(a). OID right turning hit onto TP going straight from opposite direction.

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 **KIVILE ENTERPRISE** is as follows: -

	Claimed Amount	Revised Amount
1. Cost of Repair	\$ 3,233.00	\$ 1,635.00 (L/S) (w/GST)
2. Loss of Use (4 days x \$50.00)	\$ 200.00	\$ 80.00 (4 days x \$20.00)
3. LTA/GIA Search Fee	\$ 27.25	\$ 27.25
4. Towing Fee	\$ 65.40	\$ 60.00
<b>Total</b>	<b>\$ 3,525.65</b>	<b><u>\$ 1,802.25</u></b>

\*4 days recommendation for repair.

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

Kindly note that this inspection report dated 27/02/2025 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:** Rajes (LKK Auto) <[rajes@lkkauto.com](mailto:rajes@lkkauto.com)>

**Sent:** Tuesday, 5 November 2024 2:51 PM

**To:** Betty Wong <[BettyWong@msfirstcapital.com.sg](mailto:BettyWong@msfirstcapital.com.sg)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Cc:** Joanne Yong Lai Fong <[JoanneYong@msfirstcapital.com.sg](mailto:JoanneYong@msfirstcapital.com.sg)>

**Subject:** RE: NEW ASSIGNMENT (OUR REF: D24009132MFCT/CTPL/TPD 2 )

Dear Betty,

Thank you for the assignment.

Best Regards,

**Rajes** | Admin

**LKK Auto Consultants Pte Ltd**

Phone: 6841-1972 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315