

YOUR REF : SBS7729L
OUR REF : JW/1224/69

5 December 2024

SMRT Automotive Services Pte Ltd
60 Woodlands Industrial Park E4
Singapore 757705

FAX: 6368 7421

Attention: Motor Claims Department

WITHOUT PREJUDICE

Dear Sir,

We are instructed by **Woodlands Transport Service Pte Ltd** to notify you of a road traffic accident on **05/12/2024** around **08:35 HRS** at **Boon Lay Way** involving our client's/customer's vehicle registration number PH2822A and vehicle registration number **SBS7729L** driven by you at the material time. A copy of the Singapore accident statement /traffic police report filed is enclosed.

As a result of the accident, our client's /customer's vehicle has been damaged. Before our client/we proceed to repair the damaged vehicle, please let us know within 2 working days of your receipt of this notice whether you or your insurer would like to conduct a pre-repair survey of the vehicle. If we do not receive any reply from you within the stipulated timeline, our client/we shall proceed to repair the vehicle without further reference to you.

Please send your surveyor to our premises at No. 8 Gul Circle, Singapore 629564.

Please contact **Mr Kamarul at Tel: 8921 5316** for an appointment to view the vehicle.

For your immediate attention and action, please.

Thank you.

Yours faithfully,



Kenji Lee
Claims Department

Direct Line : (65) 6559 8973
Facsimile : (65) 6898 2394
Email : Kenjilee@woodlandstransport.com.sg