

## Mei Kwan (LKKAuto)

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**From:** Mei Kwan (LKKAuto)  
**Sent:** Wednesday, 11 December 2024 5:04 PM  
**To:** Jason Tea Chee Kiat  
**Cc:** Admin A; Hsiao Tong (LKKAuto)  
**Subject:** RE: Agree DS thru LKK || MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ || ARC Ref: SJN9944A \*\*\* LKK REF: CD/FCI24120120/Tpa3  
**Attachments:** Preliminary Advice.pdf; TP ESTIMATE - MARKED.pdf; LKK SURVEY PHOTO.pdf

Hi Jason,

We refer to the above matter.

Enclosed for your perusal is:

- TP estimated cost of repair
- Preliminary advice
- Photographs of TP vehicle in its damaged condition

Please note that our officer in charge is Hsiao Tong.

*To check availability of the case handler, you may contact the undersigned.*

Cheers to a *Wonderful Christmas* and a *Happy New Year 2025* !

Thank you.

Best Regards,

**Mei Kwan** | Admin

Third Party Direct Settlement

**LKK Auto Consultants Pte Ltd**

Phone: 6366 0055 | email: [MeiKwan@lkkauto.com](mailto:MeiKwan@lkkauto.com)

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

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

**Sent:** Tuesday, 10 December 2024 2:14 PM

**To:** james@automotiverepaircentre.com.sg; Admin A <admin-a@lkkauto.com>; Daphne Lee (LKK Auto) <daphnelee@lkkauto.com>; Hsiao Tong (LKKAuto) <chewht@lkkauto.com>

**Cc:** 'shujuan' <shujuan@automotiverepaircentre.com.sg>; 'ARC KenGuan' <kenguan@automotiverepaircentre.com.sg>; 'razali' <razali@automotiverepaircentre.com.sg>

**Subject:** Agree DS thru LKK || MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ || ARC Ref: SJN9944A

### Without Prejudice

Dear James,

We agree DS Thru LKK subject to Quantum to be agreed and damage consistency.

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:** [james@automotiverepaircentre.com.sg](mailto:james@automotiverepaircentre.com.sg) <[james@automotiverepaircentre.com.sg](mailto:james@automotiverepaircentre.com.sg)>

**Sent:** Tuesday, 10 December 2024 11:49 am

**To:** Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>

**Cc:** Swee Keong Teo <[SweeKeongTeo@msfirstcapital.com.sg](mailto:SweeKeongTeo@msfirstcapital.com.sg)>; 'shujuan' <[shujuan@automotiverepaircentre.com.sg](mailto:shujuan@automotiverepaircentre.com.sg)>;

'ARC KenGuan' <[kenguan@automotiverepaircentre.com.sg](mailto:kenguan@automotiverepaircentre.com.sg)>; 'razali' <[razali@automotiverepaircentre.com.sg](mailto:razali@automotiverepaircentre.com.sg)>

**Subject:** RE: MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ || ARC Ref: SJN9944A

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.

Hi Jason,

I had send you the documents needed for liability.

Kindly let us know the liability ASAP.

Thanks.

Warmest Regards,

**James Tan**

Senior Claims Executive

☎ +65 8081 3288

E [James@automotiverepaircentre.com.sg](mailto:James@automotiverepaircentre.com.sg)

Automotive Repair Centre Pte Ltd

48 Toh Guan Road East, #02-146

Enterprise Hub, S608586



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**From:** [james@automotiverepaircentre.com.sg](mailto:james@automotiverepaircentre.com.sg) <[james@automotiverepaircentre.com.sg](mailto:james@automotiverepaircentre.com.sg)>

**Sent:** Monday, 9 December 2024 10:44 am

**To:** 'Jason Tea Chee Kiat' <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>

Cc: 'Swee Keong Teo' <[SweeKeongTeo@msfirstcapital.com.sg](mailto:SweeKeongTeo@msfirstcapital.com.sg)>; 'shujuan' <[shujuan@automotiverepaircentre.com.sg](mailto:shujuan@automotiverepaircentre.com.sg)>;  
'ARC KenGuan' <[kenguan@automotiverepaircentre.com.sg](mailto:kenguan@automotiverepaircentre.com.sg)>; 'razali' <[razali@automotiverepaircentre.com.sg](mailto:razali@automotiverepaircentre.com.sg)>  
**Subject:** RE: MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ || ARC Ref: SJN9944A

Hi Jason,

Please find above attached for your reference.

Kindly advise liability ASAP.

Thanks.

Warmest Regards,



**James Tan**

*Senior Claims Executive*

☎ +65 8081 3288

E [James@automotiverepaircentre.com.sg](mailto:James@automotiverepaircentre.com.sg)

Automotive Repair Centre Pte Ltd

48 Toh Guan Road East, #02-146

Enterprise Hub, S608586

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**From:** Jason Tea Chee Kiat <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>

**Sent:** Friday, 6 December 2024 8:34 am

**To:** [james@automotiverepaircentre.com.sg](mailto:james@automotiverepaircentre.com.sg)

**Cc:** Swee Keong Teo <[SweeKeongTeo@msfirstcapital.com.sg](mailto:SweeKeongTeo@msfirstcapital.com.sg)>; 'shujuan' <[shujuan@automotiverepaircentre.com.sg](mailto:shujuan@automotiverepaircentre.com.sg)>;

'ARC KenGuan' <[kenguan@automotiverepaircentre.com.sg](mailto:kenguan@automotiverepaircentre.com.sg)>; 'razali' <[razali@automotiverepaircentre.com.sg](mailto:razali@automotiverepaircentre.com.sg)>

**Subject:** MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ || ARC Ref: SJN9944A

**Without Prejudice**

Dear James,

For this case, we request for the accident video footage, estimate, GIA report and Letter Of Authorisation in order for us to reply on liability

In future cases, if your need us to reply on liability, we will need the following:

- 1) Accident Video Footage
- 2) Repair Estimate
- 3) Letter Of Authorisation

With the above 3 items sent to us, it will be easier for us to do a quick Assessment and revert on liability. (unless our insured have not reported the accident to us)

Please let all your colleagues know.

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

From: james@automotiverepaircentre.com.sg <james@automotiverepaircentre.com.sg>  
Sent: Thursday, 5 December 2024 5:10 pm  
To: Swee Keong Teo <SweeKeongTeo@msfirstcapital.com.sg>; assignments@lkkauto.com  
Cc: Jason Tea Chee Kiat <JasonTea@msfirstcapital.com.sg>; Joanne Tan Jo Ann <joannetan@msfirstcapital.com.sg>; shujuan@automotiverepaircentre.com.sg; kenguan@automotiverepaircentre.com.sg; razali@automotiverepaircentre.com.sg  
Subject: RE: NEW ASSIGNMENT MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ

Hi All,

Kindly advise liability.

Thanks.

Warmest Regards,

James Tan  
Senior Claims Executive  
O +65 8081 3288  
E James@automotiverepaircentre.com.sg  
Automotive Repair Centre Pte Ltd  
48 Toh Guan Road East, #02-146  
Enterprise Hub, S608586

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

From: Swee Keong Teo <SweeKeongTeo@msfirstcapital.com.sg>  
Sent: Thursday, 5 December 2024 4:54 pm  
To: assignments@lkkauto.com  
Cc: Jason Tea Chee Kiat <JasonTea@msfirstcapital.com.sg>; Joanne Tan Jo Ann <joannetan@msfirstcapital.com.sg>; james@automotiverepaircentre.com.sg; shujuan@automotiverepaircentre.com.sg;

kenguan@automotiverepaircentre.com.sg; razali@automotiverepaircentre.com.sg  
Subject: NEW ASSIGNMENT MSFCIL REF: D24010639MFCT/CTPL/TPD-2/TJ

Dear Sir,

Please find attached documents for survey assignment.

Insured Vehicle No : SHC1677E  
TP Vehicle No : SJN9944A  
Claim No : D24010639MFCT  
Workshop Name : AUTOMOTIVE REPAIR CENTRE PTE LTD  
Our Surveyor : LKK AUTO CONSULTANTS PTE LTD  
Instructions : Without Prejudice - NO VIDEO, NO ESTIMATE

Created By : TEOSWEE  
Verified By : JASONTEA  
Approved By : JASONTEA

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