

Subject: YOUR REF: XD 32C_ACCIDENT INVOLVING XD 32C AND XD 2071BJ ALONG SUNGEI KADUT DRIVE ON 14.11.2015

TO: M/s Koh Kock Leong Enterprise Pte Ltd

Dear Ms Katie,

OUR REF : CC4/EQI15019877/Khb3

YOUR REF : XD 32C

ACCIDENT INVOLVING XD 32C AND XD 2071BJ ALONG SUNGEI KADUT DRIVE ON 14.11.2015

We refer to the above subject matter. We write to inform you that we are the loss adjuster appointed by your motor insurer, EQ Insurance Company Ltd to deal with the third party claim against your policy.

As discussed earlier today with between your good self and our Ms Asher, we would like to request the below documents for our further review on this matter.

- **Police report, Police Investigation result, appeal against the Traffic Police offence and status (if any)**
- Driver's driving license or foreign driving license (if any)
- Coloured photographs of accident scene (if any)
- Coloured photographs of damage to all vehicles involved (If any)
- **Video footage of accident (if any)**
- Statement and/or police report from independent witness(es) (if any)
- If you or your passenger(s) are filing a claim against any of the involved Third Party(s), you are to keep us informed of your legal representative(s) and the status of the claim

Thank you.

Best Regards,

Vic Alpeh | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6841-2096 | email: vicalpeh@lkkauto.com | fax: 6741-4108

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