

AXA Insurance Pte Ltd
8 Shenton Way #24-01
AXA Tower
Singapore 068811

Your Insured Veh No. : SKV2287E
Your Ref :
Our Ref : SKF4020D
Date : 05/04/2018

WITHOUT PREJUDICE

Dear Sir/Madam

**Accident involving SKV2287E and SKF4020D
on 13/01/2018 at QUEENSWAY SHOPPING CENTRE.**

Please refer only to the boxes marked (x).

☒ We refer to ☒ the above accident
☐ our/your letter dated

☒ We have been authorised by the owner of vehicle number **SKF4020D** which was damaged by your insured's motor vehicle number **SKV2287E** in the aforesaid accident.

☒ We are instructed that the accident was caused by your insured's negligent driving and/or management of the vehicle. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expenses, particulars of which are as follows:

Cost of Repair	<u>2,086.50</u>
Survey report fees	<u>-</u>
Loss of Use(2 days @ \$120.00 per day)	<u>240.00</u>
Car Rental Fees	<u>-</u>
GIA/LTA search fees	<u>2.00</u>
Total S\$	<u>2,328.50</u>

☒ We forward herewith the following relevant supporting documents:-

☐ Survey Reports & photographs (To be returned within 7 days on demand)

☒ Final repair bill(Tax Invoice)

☐ Bill/Receipt for the excess

☐ Rental Agreement

☒ Copy of the Insurance Certificate

☒ Copy of NRIC/Driving licence

☒ Copy of LTA/GIA vehicle search

☒ Non-injury motor report form

☒ Letter of Authority

☒ Cheque to be make payable to **Messrs SME MOTOR PTE LTD.**

☐ Any request for a re-survey of our client's vehicle must be arrange within the 14 days upon receipt of this letter. The re-survey must be conducted at our premises, in the presence of our client.

☒ Please note that you should send to us an acknowledgment of receipt of this letter within 07 days of your receipt of this letter.

Yours faithfully,

SME MOTOR PTE LTD

encl

WE HEREBY ACKNOWLEDGE RECEIPT

PLEASE CHOP AND SIGN Date: _____

Your Insured Veh No. :