



**LETTER OF DEMAND**

Your Ref: SKX48826

Our Ref: SJX247SE

To: AXA INSURANCE PTE LTD

Dear Sirs,

ACCIDENT INVOLVING SJX247SE & SKX48826 ON 22.03.2018

We are claiming on behalf of our client Lee Sok Hoon owner of

vehicle number SJX247SE involved in accident on 22.03.2018

with vehicle SKX48826 along/at Brndell Road.

Description of claims:

Cost of Repairs \$ 4,013.69 + 7% GST = \$ 4,294.65

Loss of Use/Rental \$ 120 + 7% GST X 3 Days = \$ 360

<sup>Re-coat</sup>  
Medical Fee \$ 50 + 7% GST = \$ 50

Search Fee \$ 1.87 + 7% GST = \$ 2

TOTAL \$ 4706.65

We are claiming in full and final settlement of \$ 4706.65.

Cost of repair & search fee \$ 4,296.65 to be payable to Volkswagen Group Singapore Pte Ltd.

Loss of use/Rental amount/Medical fee of \$ 410 to be payable to

Lee Sok Hoon.

Kindly send us a written acknowledgement within 14 days from receipt of this document.  
Please note that finalization/settlement offer of this claim should be within 8 weeks from the date of this document. Please email all settlement offers to [shushi.tang@vw.com.sg](mailto:shushi.tang@vw.com.sg)



Dated this

81030002

**Asher Sng (LKKAUTO)**

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**From:** Asher Sng (LKKAUTO)  
**Sent:** Monday, 21 May 2018 10:35 AM  
**To:** T\_GH@HOTMAIL.COM  
**Subject:** ACCIDENT INVOLVING SKK 4882G AND SJX 2475E ALONG BRADDELL ROAD TOWARDS UPPER SERANGOON ROAD ON 22/03/2018

21 MAY 2018

**TANG GE HONG**

Dear Sir/ Mdm

**OUR REF : CC4/ASM18005505/Dea3**  
**YOUR REF : SKK 4882G**  
**ACCIDENT INVOLVING SKK 4882G AND SJX 2475E ALONG BRADDELL ROAD TOWARDS UPPER SERANGOON ROAD ON 22/03/2018**

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

We have received a claim from M/s VOLKSWAGEN CENTRE SINGAPORE acting on behalf of the owner of SJX 2475E against your motor insurance policy.

Based on the accident report and accident scenario, it was reported that your vehicle had rear-ended the Third Party vehicle SJX 2475E. As such, liability is down against us.

Please be informed that your No Claim Discount (NCD) may be affected as a result of the claim against your policy.

We shall proceed to deal with the claim(s) subject to the merits of the case and according to the rights afforded under the policy. Should you not be seeking the protection of your policy and seek to take conduct of third party claim(s) arising from this incident, at your own cost and defence, please reply to us within 7 days from the date of this letter. Your intent must be formally expressed to us and acknowledged by us.

Your full co-operation in the handling of the claim is required and kindly submit the following to [ashersng@lkkauto.com](mailto:ashersng@lkkauto.com) within 7 days from the date of this letter **if not provided at our reporting centre**. The list below is not all inclusive and further document may be required:

- 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

To protect your interest(s) in the handling of this claim, please do not discuss liability with any of the Third Party(s) and/or their legal representatives, or make any compromise or settlement without AXA's prior knowledge and consent.

This letter should **not** be regarded as a waiver by AXA of their rights to repudiate any claim because of any breach of policy terms and conditions you and/or your authorised driver may have committed.

In the event of receiving and handling of any third party injury claim(s), AXA shall keep you informed of the final indemnity upon conclusion of the matter(s).

If you need any clarification, please do not hesitate to contact us at 6256 3561 or email us at [ashersng@lkkauto.com](mailto:ashersng@lkkauto.com).

Please quote the claim reference when you contact us that we can assist you more effectively.

Yours sincerely,

Asher  
Case Handler  
DID: 6841 6051  
FAX: 6741 4108  
Email: [ashersng@lkkauto.com](mailto:ashersng@lkkauto.com)

c.c. AXA Insurance Pte Ltd (AXA)  
(Motor Claims Dept)

# Volkswagen Centre Singapore



Biz Reg. No. S3103069E  
GST No. M20098505-2

## LETTER OF AUTHORITY

ACCIDENT INVOLVING SJX 2475E and SK K4882G on 22/3/18  
Own vehicle's number Other vehicle's number Date of accident  
along Bradell Road  
Accident location

BY THE LETTER OF AUTHORITY, I/we, Lee Sok Hoon  
Name of Policy Holder & IC / Passport number  
of S7512272A owner of Vehicle Registration

Number SJX 2475E hereby irrevocable appoint **Volkswagen Centre Singapore**  
Own vehicle's number  
(hereinafter refer to VGS), a company incorporated in Singapore and having its registered office at **247 Alexandra Road, Singapore 159934**, its agents or any person authorized by VGS to be \*my / our Attorney and in \*my / our name(s) on \*my / our behalf to do all or any of the following:

1. To submit, resolve and make any claim(s) (including the commencement of legal proceedings) which \*I/we may have against the other \*party/parties to the Accident and under the insurance \*policy/policies taken up by such \*party/parties or **alternatively** under Insurance Policy number 1700014282 taken up by \*me/us and pay the **compulsory excess** in respect of the cost repairs suffered by \*me/us arising from the Accident (loss and damage)/.
2. To collect payment(s) due in respect of any such claim(s) for the loss and damage, such payment to be made by way of Cheque in favour of **Volkswagen Centre Singapore** and give a valid receipt and discharge therefore.
3. For any of the purpose aforesaid, to execute, sign and deliver all documents whatsoever in relation thereto.
4. Generally do all such acts as it shall deem necessary for the purpose of settling such claim.

\*I/We hereby declare that all acts, instruments and documents done by virtue of this letter of authority on \*my/our behalf by the Attorney, its agents or any person authorized by VGS in that behalf shall be as good valid and effectual to all intents and purposes whatsoever as if the same had been done or executed by \*me/us in \*my/our own proper person(s) and \*I/we hereby ratify and confirm, all acts, instruments and documents done or executed by virtue of the authority and powers hereby conferred.

\*I/We hereby further declare that the **letter of authority hereby conferred shall remain irrevocable.**

\*I/We further confirm that the acceptance by VGS of the settlement amount in respect of such constitute the full discharge of \*my/our claim(s) in respect of such loss and damage.

IN WITNESS WHEREOF, \*I/we have hereunto to set \*my/our hand and sign this 26 of the month 4 Year 18.

Signed & Delivered By: [Signature]

Witness By: [Signature]

Policy Holder





redefining / insurance

CLAIM REF : S8M00BQL  
INSURED : TANG GEHONG

**DISCHARGE VOUCHER**

We/I [LEE SOK HOON, NRIC NO. S7512272A] hereby agree to accept the sum of dollars **[FOUR THOUSAND SIX HUNDRED SIXTY SEVEN AND CENTS SIXTY FIVE ONLY.] [S\$4,667.65]** paid to us/me by **AXA INSURANCE PTE LTD** as full and final settlement of all claims of whatever kind including damages for personal injuries and damages to property that we/I may have against the said **AXA INSURANCE PTE LTD** or their Insured or the driver of motor vehicle no. **[SKK 4882G]** as a result of an accident along **[BRADDELL ROAD]** on **[22/03/2018]** of which we/I were/was the driver/ owner/ hirer/ passenger/ rider/ pillion/ insurer of motor vehicle no. **[SJX 2475E]**.

We/I hereby declare that the said insurer or owner and/or driver of insured vehicle shall not be liable for any further claim(s) whatsoever and whosoever present or future that we/I may have against the said Insurer, owner and/or driver of vehicle no. **[SKK 4882G]** in connection directly or indirectly with the said accident and give our/my full and final discharge.

We/I hereby declare that we/I are/am the person(s) entitled to receive the above settlement and hereby undertake to indemnify **AXA INSURANCE PTE LTD** against any claim made or to be made in respect of this settlement.

It is understood and agreed that payment herein is made without admission of liability whatsoever on the part of the said insurer, owner and/or driver of vehicle no. **[SKK 4882G]**.

Dated this 29 day of AUGUST 2018

Claimant's Signature : Campfen  
NRIC no./ Company Stamp : S7512272A  
Occupation/ Business : ACCOUNTANT  
Address : 122 JALAN KECUAP S(534323)  
Telephone No. : 97957570  
Witness's Name : VOLKSWAGEN GROUP SINGAPORE  
Witness's Signature : [Signature]  
Witness's NRIC No. : 81030002

# Volkswagen Centre Singapore



Service Tax Invoice No. SV18P18509

Biz Reg. No. 53103069E  
GST No. M20098505-2

**SERVICE ORDER NO: 18IP0975**

SERVICE CUSTOMER NO.: CV000066

SERVICE CUSTOMER NAME.: AXA INSURANCE SINGAPORE PL

TELEPHONE NO.:

ADDRESS: 8 SHENTON WAY  
#27-01 AXA TOWER  
Singapore

Post Code: 068811

**VEH NO.:**

**SJX2475E**

DATE: 25/04/18

Pickup:

VIN NO.: WVWZZZAUZGW273392

KM: 21,387

GEARBOX CODE: RWS

Engine No.:

MODEL: GOLF A7 1.4 R-Line 110 (DSG)

SA: Tang Shu Shi

Next Appointment Date:

Next Appointment Mileage: 0

No.	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
<b>AXA DIRECT SETTLEMENT</b>					
<b>DOA: 22/03/2018</b>					
<b>TP VEHICLE: SKX4882G</b>					
<b>SURVEY BY: BRYAN (LKK)</b>					
Labor					
1	LABOUR	1.50	UNIT	840.00	1,260.00
2	SPRAY PAINT	1.00	UNIT	800.00	800.00
3	B&P NUMBER PLATE -NETT	1.00	ST	80.00	80.00
4	Tow SVC- Quality Recovery Services	1.00	UNIT		
5	Tow SVC- Quality Recovery Services	1.00	UNIT		
6	PROGRAMMING & CALIBRATION- NETT	1.00	TU	480.00	480.00
7	CHECK WIRE HARNESS, ECU, SENSOR, SOCKET	1.00	TU	280.00	280.00
Item					
8	SENSOR BRACKET	2.00	PCS	12.74	25.48
9	SENSOR BRACKET	1.00	PCS	12.74	12.74
10	SENSOR BRACKET	1.00	PCS	12.74	12.74
11	REAR BUMPER	1.00	PCS	629.76	629.76
12	SPOILER	1.00	PCS	270.04	270.04
13	2KADHESIVE	1.00	PCS	89.84	89.84
14	BONDAGENT	1.00	PCS	64.27	64.27

# Volkswagen Centre Singapore



Service Tax Invoice No. SV18P18509

Biz Reg. No. 53103069E  
GST No. M20098505-2

SERVICE ORDER NO: 18IP0975

SERVICE CUSTOMER NO.: CV000066

SERVICE CUSTOMER NAME: AXA INSURANCE SINGAPORE PL

TELEPHONE NO.:

ADDRESS: 8 SHENTON WAY  
#27-01 AXA TOWER  
Singapore

Post Code: 068811

VEH NO.: SJX2475E

DATE: 25/04/18

Pickup:

VIN NO.: VVVWZZZAUZGW273392

KM: 21,387

GEARBOX CODE: RWS

Engine No.:

MODEL: GOLF A7 1.4 R-Line 110 (DSG)

SA: Tang Shu Shi

Next Appointment Date:

Next Appointment Mileage: 0

No.	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
15	POP-RIVET	6.00	PCS	1.47	8.82

Sub Total 4,013.69  
GST (7%) AMOUNT 280.96  
TOTAL AMOUNT 4,294.65

for Volkswagen Group Singapore Pte Ltd



11 MAY 2018

Customer

Phone : Fax :

# SKYWAY MOTOR PTE LTD

400 ORCHARD ROAD #15-06 ORCHARD TOWER SINGAPORE 238875, SINGAPORE 238875  
Tel: 6333 6333 Fax: 6416 8555

## TAX INVOICE

RCB : 199904194N GST : 199904194N

**NG BENG HONG**  
122 JALAN KELICHAP  
SINGAPORE 534323

**INVOICE** : AR201804-000420  
**DATE** : 23/04/2018  
**TERMS** : C.O.D  
**SALESMAN** : JENNIFER  
**PO NO** : RA03229

NO.	DESCRIPTION	UNIT	AMOUNT (\$\$)
1	Rental Billing From 23/04/2018 To 25/04/2018 (SLF9332J)  Your Ref : SJX2475E  Additional Driver : Lee Sok Hoon  Make and Model : VOLKSWAGEN JETTA 1.4 TSI (DSG)	3 day(s)	360.00

**AMOUNT : S\$**

**THREE HUNDRED AND SIXTY DOLLARS AND ZERO CENTS ONLY**

Please issue cheque payable to **SKYWAY MOTOR PTE LTD** and send us a copy of cheque image then bank in to our **DBS Bank Ltd. Current A/C No. 003-947-267-6.**

<b>SUB TOTAL</b>	:	336.45
<b>GST 7%</b>	:	23.55
<b>TOTAL S\$</b>	:	<b>360.00</b>

FOR SKYWAY MOTOR PTE LTD



\_\_\_\_\_  
Authorised Signature





MOTOR PTE LTD

# SKYWAY MOTOR PTE LTD

400 Orchard Road #15-06

Singapore 238875

Tel : 6333 6333 Email : rental@skyway.com.sg

Company Reg. No. 199904194N

GST Reg. No. 199904194N

## RENTAL AGREEMENT

NO. 03229

## BILLING COPY

### HIRER'S PARTICULARS

Owner's Vehicle No.: 97824986

Model: 1.6L

Name: Lee Jit Hoon

Address:

Office Tel:

Residence Tel:

Occupation

Hp / Pgr No:

P.P / I.C No.:

Nationality:

Date of Birth:

Place of Birth:

Dr. Licence No.

Date of Issue:

Country of Issue:

### ADDITIONAL DRIVER'S PARTICULARS

Name: Mr. Wang Hui

Address: 112 Jalan Teluk Anson

Office Tel:

Residence Tel:

Occupation

Hp / Pgr No: 91790325

P.P / I.C No.:

Nationality:

Date of Birth:

Place of Birth:

Dr. Licence No.

Date of Issue:

Country of Issue:

**IMPORTANT:** The vehicle will not be insured after the expiry of the hire period and in case of any accident the Hirer will be liable for all consequences.

### RENTAL VEHICLE PARTICULARS

Rental Vehicle No.: 11 13229

Model: 1.6L

Collection Out

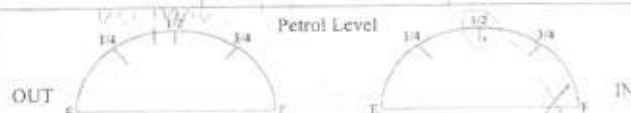
Date & Time

Mileage Out

Return In

Date & Time

Mileage In



### RENTAL CHARGES

Months @ \$ per month

Weeks @ \$ per week

Days @ \$ 50 per day 260 00

Hours @ \$ per hour

### ADDITIONAL CHARGES

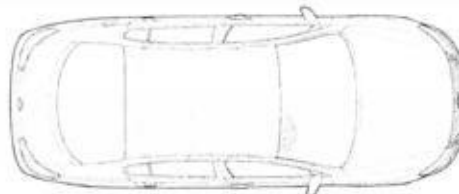
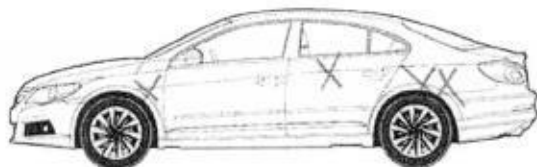
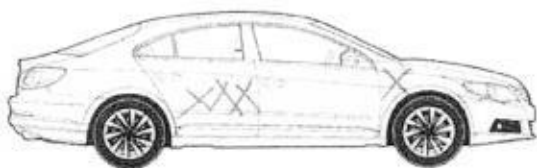
PETROL TOP-UP CHARGES

MISC

**TOTAL CHARGES (incl 7% GST)** 260 00

### PAYMENT MODE

- ☐ Master :   
☐ VISA :   
☐ Cash :   
☐ Others :



Remarks:

CHECKED OUT BY

CHECKED IN BY

I have read and agree to the terms and conditions on both sides of this agreement.

SKYWAY MOTOR PTE LTD

CUSTOMER'S SIGNATURE



RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

**Third Party Insurer Enquiry**

Our Ref No: GR-18-044143

Date of Request: 23/03/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore  
247 Alexandra Road  
Singapore 159934

Dear Sir/Madam,

Enquiry Date 23/03/2018

Enquiry By Tang Shu Shi

TP Vehicle No. SKK4882G

Accident Date 22/03/2018

**Enquiry Result**

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SKK4882G	AXA Insurance Pte Ltd	24/07/2017-23/07/2018	6338 7288

Thank You.

The images provided to you are taken from the original reports forwarded to the centre by the members of the General Insurance Association of Singapore and we take no responsibility for their accuracy or contents and shall be under no liability whatsoever for any loss or damage arising out of or in connection with the reports or their images.

This is a computer generated document and requires no signature.



RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

**TAX INVOICE**

Our Ref No: GR-18-044143

Date of Request: 23/03/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore  
247 Alexandra Road  
Singapore 159934

Dear Sir/Madam,

Enquiry Date 23/03/2018  
Enquiry By Tang Shu Shi  
TP Vehicle No. SKK4882G  
Accident Date 22/03/2018

DESCRIPTION	AMOUNT (\$S)
TP Insurer Enquiry	1.87
GST Amount	0.13
Total Amount Due (GST Inclusive)	2.00

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☒ [X] GIRO ☐ [ ] Cash ☐ [ ] Cheque

# GroomersLab

none others can

Client:

Mr Alan NG  
VRN: SJX 2475 E

Invoice No.

GC2016071402

Invoice Date:

14th July 2016, Thursday

Bill To:

Mr Ng

Payment Terms:

Cash

Payment Mode:

Cash/Nets

Tel/Mobile: +65 9179 0225

Email: Nil

Description	Amount
Car Washing & Claying of Entire Bodyworks	\$ 750.00
Paint Correction on Entire Exterior Bodyworks	
Enhance Polishing on Entire Exterior Bodyworks	
Application of PPS on Entire Bodyworks, Headlights, Tail Lights, Trimmings, Foglights & Rims	
Application of Coating for all Windows, Front & Rear Windscreen (FOC) - Aquapel	
Interior Coating for Dashboard, Centre Console, Door Panels & All Trimmings	
Leather Seat Vacuuming, Cleaning & Conditioning	

\* Complimentary 4 rounds of maintenance \*

\* Composite Plus Program - CC1 Base / MasterShield M8 / Cquartz Finest Slowest - 1 + 4

\* Warranty Card & Maintenance Doc given \*

Invoice Subtotal	\$ 750.00
GST	Nil
Deposit/Discount (if any)	
<b>TOTAL</b>	<b>\$ 750.00</b>

## Disclaimer:

1. Please make payment to Groomers Lab. Late payment will be charged at an interest rate of 2% per month.
2. Conditions of car are deemed in order and proper upon receiving of this invoice
3. Deposit received are non-refundable should the job be cancelled

Groomers Lab

Thank you for your Business.  
We Look Forward to Seeing You Again.

Groomers Lab (HQ) is located at:

25 Kaki Bukit Road 4 #07-56 Synergy@KB Singapore 417800

Labline: +65 6610 0118 For Appt: +65 9323 2333

before



Invoice No.	RC201805021
Invoice Date:	02nd May 2018, Wednesday
Treatment Date:	02nd May 2018, Wednesday
Bill To:	Alan
Terms of Payment:	Cash
Mode of Payment:	Cash   Nets

[illegible]

**Disclaimer:**

1. The above works had been carried out and all services have been satisfactorily completed and hereby absolve Groomers Lab Pte Ltd of any liability arising from use therefrom.
2. Deposit paid (if any) are not refundable should the job be cancelled for whatsoever reason(s). Postponement of job(s) are subject to be completed within a month from the deposit paid.
3. All payments are C.O.D. Late interest of 2% shall be liable for all late payment.
4. All payments are to be made to Groomers Lab Pte Ltd **DBS Current Account Number 0039 3986 70** for all online transfer.
5. All Complimentary Services are not applicable for appointment(s) on weekends.
6. All Complimentary Maintenance Program does not cover removal of Sandblasting Grit, Harsh Defects & Severe Water Marks
7. All Goods [Merchandise Sold and] or Purchased are non-refundable and] or exchangeable.
8. All Terms & Condition for Warranty are as per Groomers Lab Pte Ltd.

Groomers Lab Pte. Ltd.

Customer's Signature

**Thank You for Your Business & We Look Forward to Welcoming You Back**

Groomers Lab Pte Ltd & Groomers Lab Concept Centre Pte Ltd is @

25 Kaki Bukit Road 4 #07-56 | #03-34 Synergy@KB Singapore 417800

Labline: +65 6610 0118 | +65 6969 6745 For Appointment: +65 9323 2333

www.groomerslab.com.sg      Facebook: Groomers Lab Pte Ltd | Groomers Lab Concept Centre Pte Ltd