



**Cycle & Carriage Kia Pte Ltd**

Kia Customer Service centre  
209 Pandan Gardens Singapore 609339  
T 6568 4555 F 6569 1056 W kia.com  
Company No. 199405410K

A member of the Jardine Cycle & Carriage Group

Date: 10<sup>th</sup> August 2018

Our Ref : SLW1098Z  
Your Ref: CC4/ASM18006320/R1mb3 – SGJ315G

Mr Bevan Lim (Motor Claims Department)  
LKK Auto Consultants Pte Ltd  
Blk 51 Paya Ubi Industrial Park  
#02-25 Ubi Avenue 1  
Singapore 408933

Dear Sir/Madam,

**RE: SUBMISSION OF DOCUMENTS FOR SLW1098Z**

Kindly be informed that our customer, Ms Wong Ming Yan Sylvia, owner of vehicle registration no. SLW1098Z (insured with AIG) holds vehicle registration no. SGJ315G which is insured with you at the time of an accident liable and hereby submitting a claim against your insured for the cost incurred.

On behalf of our customer, we provide the following claim for your settlement as below :

Repair cost	:	\$ 2,851.55
Loss of Rental	:	\$ 321.00 (\$107.00 x 3 days)
Ceramic Pro full Protection	:	\$ 981.00
GIA search fee	:	\$ 2.00
		-----
Total	:	\$ 4,155.55

We are pleased to enclose the documents as set out in the attached checklist.

Please contact Mr. Andre Chow En De at 91449137 or email him at [andre.chow@cyclecarriage.com.sg](mailto:andre.chow@cyclecarriage.com.sg) **within 7 working days** from the date of this letter should there be any missing documents or any other additional documents required. If we do not hear from you during these 7 days, we would take it that all documents submitted to you are complete and in order.

Cheque should be make payable to Cycle & Carriage Kia Pte. Ltd.

We look forward to receiving your early settlement of the invoice(s). Thank you.

Yours faithfully  
**CYCLE & CARRIAGE KIA PTE LTD**

  
\_\_\_\_\_  
**MANAGER**  
**SERVICE OPERATIONS – PG**

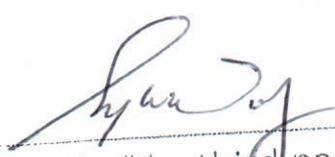
# AUTHORIZATION TO ACT

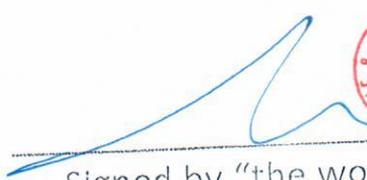
I, Wong Ming Yan, Sylvia ("the third party claimant")  
of BIK-197A Punggol Field, #07-471, S (821197) (address), owner of  
SLW10982 (vehicle no.) hereby authorize  
Cycle & Carriage Ksa Pte Ltd  
("the workshop") to act for me with respect to my claim for repair costs  
and/or rental and/or loss of use ("claim") for my vehicle no. SLW10982  
that was damaged pursuant to the accident which occurred on 5/3/18  
(date) along junction of Buangkok Drive & Sengkang East Drive  
(location) involving vehicle no/s SGJ 315 G  
(\*the accident\*).

I further authorized the workshop to settle my above mentioned claim in a  
manner that they deem fit and the workshop is further authorized to receive  
payment further to settlement of my claim with payment cheque/s being  
made in favour of the workshop.

I further acknowledge that any settlement the workshop any reach on my  
behalf is on a without prejudice and without admission of liability basis insofar  
as the driver/owner/insurers of the other vehicle/s is concerned.

Dated this 06 day of 03 (month) 20 18 (year)

  
Signed by "the third party claimant"

  
Signed by "the workshop"





CYCLE &amp; CARRIAGE

**CYCLE & CARRIAGE KIA PTE LTD**  
**PANDAN GARDENS CUSTOMER SERVICE CENTRE**

209 Pandan Gardens Singapore 609339 Tel: 65684567 Fax: 65651240

**TAX INVOICE**

Co Reg No : 199405410K

GST Reg No : MR-8500111-X

Invoice Name & Address	Owner Name & Vehicle Info	
Ms Wong Ming Yan Sylvia (Wang Mingyan Sylvia) C/O AXA INSURANCE PTE LTD MOTOR CLAIM DEPARTMENT 8 SHENTON WAY #24-01 SINGAPORE 068811 Contact No 10/07/	Cust No/Name	/Ms Wong Ming Yan Sylvia (Wang M
	Reg No/Reg Date	SLW1098Z / 30/01/2018
	Date In/Mileage	10/07/2018/ 5220
	Chassis/Package	KNAFX411MJ5761675 /FS417
	Engine No	G4FGHH691487
	Make/Model	KIA/CERATO K3 1.6 A EX CAP
	Colour/Trim	B4U GRAVITY BLUE / WK SATURN BLACK

Account No	Terms	Date/Time Printed	CSE	Operator	WIP No	Invoice/Credit Note No
CSK00001	Cash	10/08/2018/ 10:58	TLA	260 / AiTing	24390	81372663

Description of Goods / Services	Qty	Unit Price	Disc%	Amount
A 54900099 CHECK WIRING AND CHASSIS ELECTRICAL SYSTEM				80.00
A 10028901 CONDUCT DIAGNOSTIC CHECK USING HI-SCAN PRO TEST AND CLEAR TROUBLE CODE				200.00
M SUNDRY SUNDRIES				20.00
E PNT98000 RESPRAY ON REAR BUMPER, AND ALL OTHER AFFECTED AREAS TO THE SAME				420.00
E PNT88000 REPLACE DAMAGED PARTS, REPLACE REAR BUMPER, REPAIR ALL OTHER AFFECTED AREAS, ADJUST AND ALIGN BODY GAPS ALIGNMENT TO THE SAME				550.00
E PNT88000 REMOVE AND INSTALL REVERSE SENSOR TO FACILITATE REPAIR				60.00
M SUNDRY CERAMIC FULL PRO PROTECTION ON AFFECTED AREAS				300.00
X COVER-RR BUMPER,CTR	1.00	347.00	00.00	347.00
X COVER-RR BUMPER	1.00	688.00	00.00	688.00
Z TEXT TP CLAIM AXA SGJ315G DOA : 05.03.18 SURVEYOR RASUL LKK 06.04.18 3 DAYS				

*"Guarantee your warranty, maintain with Cycle & Carriage."*

Parts	1,035.00		2,665.00
Labour	1,310.00	7% GST on	186.55
Standard Menu	0.00		
Specialist Job	0.00		
Diagnostics Job	0.00	Total Payable	2,851.55
Sundry/Others	320.00	Paid	0.00
Total(w/o GST)	2,665.00	Total Due	2,851.55

Payment should be made strictly by cash, NETS or credit cards. Thank you.  
 Any dispute to the invoice must be made within 3 days. This is a computer generated document, no signature is required.

# CHAN'S & SONS ENTERPRISE

363 Sembawang Road  
Singapore 758379  
Tel 67532536 Fax:67567565  
GST Reg No: 51-936900-M

*Andre*

**chan's**  
www.chans.com.sg

## TAX INVOICE

WONG MING YAN, SYLVIA

INVOICE : AR1807-0212  
DATE : 16/07/2018  
TERMS : C.O.D  
STAFF ID : ELAINE  
AGREEMENT NO. : HA201807-0101

ATTN: ACCOUNTS PAYABLE

DESCRIPTION	AMOUNT (SGD)
Vehicle Reg No : SKU4261X	300.00
Make / Model : TOYOTA ALTIS 1.6 AUTO	
Rental Dates : Rental Billing From 10/07/2018 To 13/07/2018	
Period : 3 days	
Rental Rate : S\$ 107.00 Per Day (Including GST)	
Reference No : SLW1098Z	

AMOUNT : S\$  
THREE HUNDRED TWENTY-ONE DOLLARS ONLY

NON-TAXABLE VALUE : 0.00  
TAXABLE VALUE : 300.00  
GST 7% : 21.00

**TOTAL S\$ : 321.00**

Please make your cheques payable to : **CHAN'S & SONS ENTERPRISE**



For Official Use Only

Payment Date :	F / Amt
CS / CC / CH :	
CS / CC / CH :	

HA 201807-0101

**RENTAL AGREEMENT**

Hirer's Name <b>Wong Ming Yan, Sylvia</b>		Date of Birth <b>4/8/84</b>	Passport/ Nric No. <b>S8424329/I</b>	Nationality
Address <b>Blk 197A Punggol Field</b>		Occupation	Driving Licence No <b>As Above</b>	Date of Expiry <b>Life</b>
Postal Code <b>#07-471</b>		Contact No	Mobile Phone No. <b>97374391</b>	
Joint Hirer's / Guarantor's Name		Date of Birth	Passport/ Nric No.	Nationality
Address		Occupation	Driving Licence No	Date of Expiry
Postal Code		Contact No	Mobile Phone No.	

<b>CHECK OUT</b>	Date <b>10.7.18</b>	Time <b>2.05pm.</b>	Mileage KM	E	1/4	1/2	3/4	F
<b>CHECK IN</b>	Date <b>13.7.18</b>	Time <b>5pm</b>	Mileage KM	Remarks <b>W</b>				

**IMPORTANT NOTES:-**

- Car is restricted to SINGAPORE use. See clause 1(f) for non-compliance.
- No refund will be given for vehicle that returns early.
- Own Damage Liability - First \$1500 for damage to vehicle plus loss of earnings while damaged vehicle is under repair.
- Third Party Liability - First \$2000 for any Third Party Accident Claim.
- Additional Excess of \$3000 for drivers under 24yrs old or above 70yrs and/or less than 2yrs driving experience.
- Hirer is responsible for all parking fines & traffic summons.
- Extension:- One day's advance notice is required otherwise no extension will be allowed.
- Vehicle should be returned at the same time as collection except on Saturday where return time is before 10am.
- Vehicle returned after office hour will be charged to the next working day.
- Hourly extension is charged at 1/5 of the daily rate.
- As preventive maintenance, please check water & engine oil daily.
- Please check that you have not left any of your personal belongings in the vehicle. Our company and staff will not be responsible for any loss of belongings after the vehicle is returned.
- For the comfort of other users, please refrain from smoking, eating or carrying of pets in the car. A cleaning charge of \$200 will be imposed for smoky, smelly or dirty vehicle.
- Carrying of PASSENGERS in commercial vehicle is strictly prohibited. Only WORKERS covered under hirer's workmen compensation are allowed.

	UNIT	RATE (\$)	TOTAL (\$)
RATE	3 @	100	300.00
DISCOUNT			
GST @ 7%			21.00
TOTAL			321.00
EXTENSION			
Cydel Andre			
SLW/098Z			
DEPOSIT (refundable) S\$			
CHANGED OVER FROM VEH.			DATE

I/We have read and agree to the terms and conditions of the rental agreement above and as set overleaf.  
I/We declare that all information given on this form is true and accurate.

*[Signature]*  
Hirer's Signature

Joint Hirer's/ Guarantor's Signature



*[Signature]*  
for CHAN'S & SONS ENTERPRISE

<b>VEHICLE NO.</b>	<b>SKU4261X</b>	<b>MODEL</b>
<b>FROM</b>		<b>RETURN</b>

\*Estimate Date. For actual return see CHECK IN



# INVOICE

**BILL TO :**

Name : TAN YEOW TECK  
 Contact Number : 9068 0287  
 Vehicle Make/Model/Colour : KIA K3 DARK BLUE  
 Vehicle Registration Number : SLW 1098 Z

DATE : 07/02/2018  
 INVOICE : C 1802012

Payment Mode : CASH

DESCRIPTION	AMOUNT (\$)
INTERMEDIATE PACKAGE	1308.00
<p>* Promotion - CP25218            25% Discount on package            Ceramic Pro Full interior protection</p> <p>Warranty Number - TR02185016</p> <p><b>Ceramic PRO After Care</b>            Do not use Shampoo for the 1st 3 days            Keep the surface dry.            Dab the surface dry with a lightly damp Microfiber towel. Do Not use Wiping motion.            Remove any contaminants promptly with proper method            Wash with quality shampoo and dry with clean chamois/Microfiber towel            Apply Ceramic PRO SPORT fortnightly after the 3rd day of treatment</p> <p>Ceramic PRO Prestige card will be mailed to the address provided on warranty registration            * Please register your warranty online to be effective within 14 days  <a href="http://www.ceramicpro.com.sg/warranty-register/">http://www.ceramicpro.com.sg/warranty-register/</a></p>	

TOTAL	1308.00
Discount On Package: -25%	-327.00
Booking Deposit Paid Invoice: 1801118	-200.00
Parking Rebate	-9.00
<b>Balance Due \$</b>	<b>772.00</b>



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-18-034521  
Date of Request: 06/03/2018

Your Ref No: Online Purchase

Cycle & Carriage Automotive Pte Ltd  
241 Alexandra Road  
Singapore 159931

Dear Sir/Madam,

Enquiry Date 06/03/2018  
Enquiry By Andre Chow En De  
TP Vehicle No. SGJ315G  
Accident Date 05/03/2018

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.

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For GIARMC Official use:

Date:

GIRO  Cash  Cheque



**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-18-034521  
Date of Request: 06/03/2018

Your Ref No: Online Purchase

Cycle & Carriage Automotive Pte Ltd  
241 Alexandra Road  
Singapore 159931

Dear Sir/Madam,

Enquiry Date 06/03/2018  
Enquiry By Andre Chow En De  
TP Vehicle No. SGJ315G  
Accident Date 05/03/2018

**Enquiry Result**

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SGJ315G	AXA Insurance Pte Ltd	28/06/2017-27/06/2018	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.

# CERTIFICATE OF INSURANCE

## AUTO PROTECTOR PRIVATE VEHICLE

Name of Policyholder : Wong Ming Yan(Wang Mingyan Sylvia)  
Period of Insurance : 30 Jan 2018 To 29 Jan 2019  
Engine No. : G4FGHH691487  
Chassis No. : KNAFX411MJ5761675

Vehicle No. : SLW1098Z  
Policy No. : 1800008881  
Endorsement No. :  
Issued Date : 12 Feb 2018

### ABOUT THE COVER

Make/Model : KIA Cerato K3 1.6 EX  
Engine Capacity/Tonnage : 1,591.00 CC  
Driver Restriction : NA  
Sum Insured : Market Value  
Off Peak Car : No  
First Year of Registration : 2018  
Insuring with COE/PARF : Yes

#### Person or Classes of Persons Entitled to Drive\* :

a) The Policyholder

b) Any other person who is driving on the Policyholder's order or with his/her permission.

This Policy will indemnify the Policyholder or any authorised driver only if he/she meets the specified age condition.

You have to pay an additional sum of \$3,000 as "Young and/or Inexperienced Driver Excess" ("YIDR") if You are or Your Authorised Driver (named or unnamed) is under the age of 23 and/or has less than 2 years' driving experience.

Age Condition : All Age Condition

Limitation as to use\* :

Use only for social, domestic and pleasure purposes and for the Policyholder's business.

This Policy does not cover use for hire or reward, driving tuition, driving test, racing, pace-making, reliability trial or speed-testing, the carriage of goods other than samples in connection with any trade or business or use for any purpose in connection with Motor Trade.

Loss of Use 1500cc - 1600cc

\* Limitations rendered inoperative by Section 8 of the Motor Vehicles (Third-Party Risks and Compensation) Act (Cap. 189) and Section 95 of the Road Transport Act, 1987 (Malaysia), are not to be included under these headings.

### EXCESS

#### Section 1

Fire - \$0 Own Damage - \$600 Theft - \$0 Flood Cover - \$0

#### Section 2

Property Damage - \$0

Windscreen : \$100

Named Driver and Excess (where applicable)

Wong Ming Yan(Wang Mingyan Sylvia) - \$600 (Own Damage)

### APPROVED REPORTING CENTRES/AUTHORISED REPAIRERS (FOR CLAIMS RELATED REPAIRS)

1. Cycle & Carriage Body & Paint Centre Add: 209 Pandan Gardens Singapore 609339 65684501

2. Cycle & Carriage Customer Service Centre (For Windscreen claim only) Add: 241 Alexandra Road Singapore 159931 64278600

3. Cycle & Carriage Customer Service Centre (For windscreen claim only) Add: 330 Ubi Rd 3 Singapore 408650 67461000

For other Approved Reporting Centres/AIG Authorised Repairers, please contact our 24-hour accident emergency hotline at +65 6338 6200. Alternatively, you may refer to AIG website [www.aig.com.sg](http://www.aig.com.sg) or AIG SG Mobile App. Simply search and download "AIG SG" from iTunes or Google Play.

### IMPORTANT NOTES

Hire Purchase Company/Employer's Loan: Standard Chartered Bank (Singapore) Limited

I/We hereby certify that the policy to which this Certificate of Insurance relates is issued in accordance with the provisions of the Motor Vehicles(Third Party Risks and Compensation) Act (Cap. 189), Part IV of the Road Transport Act, 1987 (Malaysia) and Motor Vehicles (Third Party Risks) Rules, 1959 (Malaysia).

0500710050

C&C FULCO-CORP SALES

22 UBI ROAD 4 FULCO BUILDING

SINGAPORE 408617 ANSP - MOTOR

Underwritten by AIG Asia Pacific Insurance Pte. Ltd.

*Manile*

AIG Asia Pacific Insurance Pte. Ltd.  
AUTHORISED REPRESENTATIVE

SSC/ASB

1000813355/A/C4/Decal

REPUBLIC OF SINGAPORE  
IDENTITY CARD NO. S8424329I



Name  
WONG MING YAN (WANG  
MINGYAN), SYLVIA

Race  
CHINESE  
Date of birth  
04-08-1984  
Country/Place of birth  
SINGAPORE

FOR C&C USE ONLY

REPUBLIC OF SINGAPORE

License Number: S7733777F

Name  
TAN YEOW TECK

Birth Date: 12 Nov 1977  
Issue Date: 07 Oct 2003

000897559E

REPUBLIC OF SINGAPORE  
IDENTITY CARD NO. S7733777F



Name  
TAN YEOW TECK  
(CHEN YAODE)  
陈耀德  
Race  
CHINESE  
Date of birth  
12-11-1977  
Country of birth  
SINGAPORE

FOR C&C USE ONLY

5476837



NRIC No S8424329I



FOR C&C USE ONLY

Date of issue  
28-05-2015

Address  
APT BLK 197A PUNGGOL FIELD  
#07-471  
SINGAPORE 821197

YOU ARE LICENSED TO DRIVE VEHICLES IN THE FOLLOWING CLASS(ES)

Class 3 Motor Cars and Motor Tractors the weight of  
which unladen does not exceed 2500 kilograms

PASS DATE  
05 Nov 1998



NRIC No S7733777F

FOR C&C USE ONLY



Date of issue  
30-11-2007

Address  
APT BLK 197A PUNGGOL FIELD #07-471  
SINGAPORE 821197

NRIC No: S7733777F

Date: 12/01/2010

No: 63931



Licence No: S7733777F

NP 428A