

## Letter Of Claim For Uninsured Loss

Insurance Company: QBE / LIC Date: \_\_\_\_\_  
Address : \_\_\_\_\_  
\_\_\_\_\_

Attention : Claims Department – Motor Claims Manager

Dear Sir/Madam,

Subject: Accident involving vehicle number SL5686SP & SD3313PU  
at BUKIT BATOK AVE 3 on 06/06/14.

I am the owner of Vehicle Number SL5686SP which was involved with the accident as mentioned above.

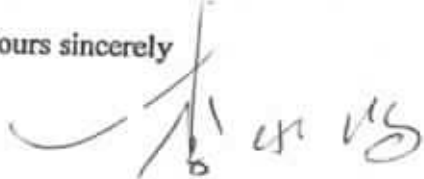
As the accident was solely caused by your insured vehicle, bearing registration number SD3313PU, I hereby submit my claim against your company for the uninsured loss which are as follows:

Excess payment for OD claim	\$ _____
Loss of usage (\$/day) for _____ days	\$ _____
Car rental as per invoice attached	\$ <u>321.00</u>
Search fee	\$ <u>2.00</u>
Others _____	\$ <u>1850.59</u>
Total claim amount	\$ <u>2173.59</u>

Enclosed please find copies of GIA report, invoices and certificate of insurance for your necessary review.

Kindly reply me within 14 days from the date hereof, or alternatively let me have the full and final settlement for all uninsured loss which amounted to \$ 2173.59, failing which I will have to recover all losses via legal action. Please also note your prompt action will help to reduce the claim cost.

Yours sincerely



(Owner of motor vehicle)

Name : L. Chui

Address : BUKIT BATOK ST

Telephone : 9001 6865

BIK (217)

(21) AVENUE (3) #01-365

S( )

**Joy Irene (LKKAuto)**

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**From:** Joy Irene (LKKAuto)  
**Sent:** Monday, 30 July 2018 5:45 PM  
**To:** 'gabriel.bjy@gmail.com'  
**Cc:** Admin A  
**Subject:** ACCIDENT INVOLVING SDS 3138U AND SLS 6865P ON 06/06/2018

Our ref: CC4/QBE18011809/T1jb3

**BOO THIAM HEE**

Policy Holder

Dear Sir,

**ACCIDENT INVOLVING SDS 3138U AND SLS 6865P ON 06/06/2018**

We refer to the above accident where we are acting for QBE Insurance (International) Limited to resolve the claim against you and/or your authorized driver under the Auto Insurance policy taken up with them.

Based on the accident report and accident scenario, liability is down against us. We will therefore proceed to negotiate for an amicable settlement with the Third Party.

Should you however wish to further discuss on the matter prior to our negotiations and settlement, please contact us within 7 days from the date of this letter.

Please note that your No-Claim Discount (NCD)(if any) will be affected and reduced by 30% (20% for commercial vehicles) upon next renewal due to this Third Party claim. However, if your policy has a NCD protector feature, it will be deemed utilized for this claim and your NCD will be protected.

Please call us if you have further queries.

Best Regards,  
Joy Irene | Case Handler  
LKK Auto Consultants Pte Ltd  
DID: 6841-2409 | email: [joyirene@lkkauto.com](mailto:joyirene@lkkauto.com) | Fax: 6741-4108  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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Third Party Direct Settlement  
Letter of Authority

1. Accident involving vehicle number SLS686SP & SD33138U at Prater Park Area 3 on 06/06/18
2. I, LI SHU SPENG NRIC S2658657C, owner of motor vehicle no. SLS686SP hereby authorize my repair workshop, namely TAN CHONG MOTOR SALES PTE LTD to act for me with respect to the following:
- To submit my claims for all losses including uninsured loss, rental car charges, medical fees, excess payment and cost of repairs.
  - To resolving my claim as they deem fit, including settling the matter on basis of my contributing negligence if any.
  - To receive payment for settlement of my claim and all payment be made payable to the workshop for cost of repairs and other uninsured losses.
  - To sign discharge voucher on my behalf.
3. I understand that the claim for loss of use of my vehicle will be based on the number of days estimated by the surveyor in his report to be required for repair. The actual number of days may be more due to unavailability of parts, weekend, holidays and other operational exigencies and I accept that it may not be possible to claim for the extra days. In addition, any contributory negligence part of my claim can also affect portion of my claim for loss of usage.
4. I further acknowledge that any settlement that workshop may reach on my behalf is on a without prejudice basis and without admission of liability basis insofar as the driver/owner/insures of the other vehicle is concerned.
5. For successful recovery of upfront Excess payment by claimant, the workshop shall effect refund accordingly to the mode of upfront payment:
- For upfront Excess payment by credit card, the refund shall be credited to the respective Credit Card Account via Credit Card Company handling the transaction.
  - For Excess payment by cash, the workshop shall refund the amount to the claimant via cheque payment.

Dated this 24 (Day) of 07 (Month) 18 (Year)

Claimant Particulars

Name: S2658657C  
Address: BK217, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100  
Tel No.: 90016865  
Signature: LI SHU SPENG

Authorized Workshop

Workshop: BUKIT TIMAH  
Claim Officer: LAWRENCE TEO

Signature  
& Co Stamp

TAN CHONG MOTOR SALES PTE LTD  
913 BUKIT TIMAH ROAD  
SINGAPORE 589023  
TEL: 6485 7777 FAX: 6485 7472

Email: [lawrenceteo@tanchong.com](mailto:lawrenceteo@tanchong.com)

## DISCHARGE VOUCHER

Without Prejudice  
Save As to Costs

Your Reference : SLS6865P  
Our Reference : VC011562

I/We, **LI SHUIPENG** do hereby acknowledge the sum of Singapore Dollars: **Two Thousand One Hundred Seventy-Three and Fifty-Nine cents only (S\$2,173.59)** being full discharge and satisfaction of all claims against QBE Insurance (Singapore) Pte Ltd and their Insured, '**BOO THIAM HEE**', over damage to my/our vehicle **SLS6865P** from an accident involving **SLS6865P** and **SDS3138U** at/along **Bukit Batok Ave 3**, which occurred on **06 June 2018** at about **19:00hrs**.

Further, I/we hereby acknowledge and accept that the above said sum paid to me is 'strictly on a without admission of liability basis' and I/we hereby discharge and release the said QBE Insurance (Singapore) Pte Ltd and their Insured, '**BOO THIAM HEE**', from all claims, demands or action of damages as a result of the said accident.

Also, I/we hereby agree to indemnify and keep indemnified the said QBE Insurance (Singapore) Pte Ltd against all and any claims whatsoever made or to be made by any person or persons on my/our behalf in respect of the said accident.

Dated this (day) 27 of (month) 11 (year) 20 18

Signature

Claimant's Name

FIN/NRIC No.

Address

Company stamp if applicable

Witness's Signature

TAN CHUAN

913 BUKIT TIMAH

SINGAPORE

Witness's Name

FIN/NRIC No.

Address

Please return to:  
General Claims Department  
QBE Insurance (Singapore) Pte Ltd  
1 Raffles Quay  
#29-10 South Tower  
Singapore 048583  
(By Fax: 6534 5356)



www.tanchong.com

# Tan Chong Motor Sales Pte Ltd

911 Bukit Timah Road Tan Chong Motor Centre Singapore 589622  
SERVICE CENTRES  
913, BUKIT TIMAH ROAD, SINGAPORE 589623 TEL: 64694091/92  
1 / LORONG 8 TOA PAYOH SINGAPORE 319254 TEL: 63570753/4/5

GST Regn No: 19-9106231-D

Co. Regn No : 199106231D



TAX INVOICE

GST REG: 19-9106231-D

NAME : QBE INSURANCE (SINGAPORE) PTE LTD  
ADDRESS : 1 RAFFLES QUAY  
TELEPHONE : #29-10 SOUTH TOWER S(048583)  
MODEL : 62246633  
ENGINE NO : FRLARDWJ11USA--A--  
CHASSIS NO : HRA2497970A  
VEHICLE NO : SJNFEAJ11U2038608  
SLS6865P

INVOICE NO :  
INVOICE DATE : W12140514  
TERMS : 27-FEB-2019  
DATE REC'D : CREDIT  
SA/SE : 13-AUG-2018  
JOB NO : LAW  
MILEAGE : BG1041671  
YOUR REFERENCE : 019715  
INS/IC/LAW/0242/2

ITEMS	JOB DESCRIPTION	AMOUNT
	LABOUR	
1	SUPPLY & INSTALL REVERSE SENSOR	110.00
2	REPAIR END PANEL,RH REAR FENDER AND RENEW REAR BUMPER	390.00
3	S/PAINT END PANEL,RH REAR FENDER AND REAR BUMPER	350.00
4	CHEKC LIGHTING	48.00
	SUBTOTAL :	898.00
	PARTS	
1	GROMMET BUMPER \$2.20 EA X 02	4.40
	Qty:2 @ \$2.20 each (Special Nett Item)	
2	CLIP BUMPER \$1.20 EA X 02	1.92
	Qty:2 @ \$1.20 each (Disc:20.00% After Disc:\$1.92each)	
3	CANOE RIVET BUMPER \$6.50 EA X 02	10.40
	Qty:2 @ \$6.50 each (Disc:20.00% After Disc:\$10.40each)	
4	FASCIA-RR BUMP	573.60
	Qty:1 @ \$717.00 each (Disc:20.00% After Disc:\$573.60each)	
5	FINISHER-REAR BUMPER TOW	13.44
	Qty:1 @ \$16.80 each (Disc:20.00% After Disc:\$13.44each)	
6	CLIP BUMPER \$7.40 EA X 03	17.76
	Qty:3 @ \$7.40 each (Disc:20.00% After Disc:\$17.76each)	
7	REVERSE SENSOR(J11 & T32)	210.00
	Qty:1 @ \$210.00 each (Special Nett Item)	
	SUBTOTAL :	831.52

DOLLARS:

WORKSHOP MANAGER

The General Terms and Conditions of Service (the "Conditions") printed overleaf or attached to this invoice shall apply to all Services set out above. Any claims relating the Services shall be subject to the Conditions. Any objections to the charges in this invoice must be made within seven (7) days from the date of this invoice, otherwise it shall be assumed that this Invoice has been accepted as correct and conclusive.

CUSTOMER



www.tanchong.com

# Tan Chong Motor Sales Pte Ltd

911 Bukit Timah Road Tan Chong Motor Centre Singapore 589622  
SERVICE CENTRES  
913, BUKIT TIMAH ROAD, SINGAPORE 589623. TEL: 64694091/92  
1 / LORONG 8 TOA PAYOH SINGAPORE 319254. TEL: 63570753/45

GST Regn No: 19-9106231-D

Co. Regn No : 199106231D



TAX INVOICE

GST REG: 19-9106231-D

NAME : QBE INSURANCE (SINGAPORE) PTE LTD  
ADDRESS : 1 RAFFLES QUAY  
TELEPHONE : #29-10 SOUTH TOWER S(048583)  
MODEL : 62246633  
ENGINE NO : FRLARDWJ11USA--A--  
CHASSIS NO : HRA2497970A  
VEHICLE NO : SJNFEAJ11U2038608  
SLS6865P

INVOICE NO :  
INVOICE DATE : W12140514  
TERMS : 27-FEB-2019  
DATE REC'D : CREDIT  
SA/SE : 13-AUG-2018  
JOB NO : LAW  
MILEAGE : BG1041671  
YOUR REFERENCE : 019715  
INS/IC/LAW/0242/2

ITEMS	JOB DESCRIPTION	AMOUNT
1	REMARKS AIG CLAIM AGAINST QBE INSURANCE DOA:06.06.2018	
2	TOC:DIRECT SETTLEMENT OUR REF:INS/IC/LAW/0242/2018	
3	SATISFACTION NOTE ATTACHED T/P VEHICLE NO:SDS3138U	
4	AUTHORISE BY:JENNY TOH (QBE) ON 09.07.2018 @ 0921 HRS	
5	SURVEY BY:LKK TAUFIK (LKK) ON 24.07.2018 @ 1045HRS RECOMMEND 3 DAYS REPAIR	
6	RENTAL BY TCMS (DTS)	
7	REPAIR FRM 14.08.2018-17.08.2018	
Insurance Co : QBE INSURANCE (SINGAPORE) PTE LTD		
Policy No..... TP-SDS3138U		
Claim Type ... DIRECT SETTLEMENT / THIRD PARTY CLAIM		
DOA..... 06-JUN-2018		
Our Ref..... INS/IC/LAW/0242/2018		
Surveyor..... M/S LKK ENGINEERING & MANAGEMENT SERVICES		
	LABOUR :	898.00
	PARTS :	831.52
	SUBTOTAL :	1729.52
	TOTAL :	1729.52
	GST (7%) :	121.07
	AMOUNT DUE :	1850.59

DOLLARS: (NB : NC=No Charge;P=Included in Package;W=Warranty;G=Goodwill)  
ONE THOUSAND EIGHT HUNDRED FIFTY  
AND CENTS FIFTY NINE ONLY.

WORKSHOP MANAGER

The General Terms and Conditions of Service (the "Conditions") printed overleaf or attached to this invoice shall apply to all Services set out above. Any claims relating the Services shall be subject to the Conditions. Any objections to the charges in this invoice must be made within seven (7) days from the date of this invoice, otherwise it shall be assumed that this invoice has been accepted as correct and conclusive.

CUSTOMER

QBE INSURANCE (INT'L) LTD

65 CHULIA STREET #18-01

OCBC CENTRE (WEST LOBBY)

S(049513)

GST Reg No. : M2-0067432-4

Tax Invoice : H104033

Inv. date... : 02-NOV-2018

Print date... : 05-NOV-2018

Print time... : 10:09:26

Page no..... : 1

Agreement no: H43517

Description	Amount
=====	=====
RENTAL CHARGE FROM 14-AUG-2018 TO 17-AUG-2018(SKG6927U )	300.00
	=====
TOTAL (BEFORE GST)	300.00
GST(7%)	21.00
TOTAL (AFTER GST)	321.00
	=====

N.B. Cheques should be crossed and made payable to  
**DOWNTOWN TRAVEL SERVICES PTE LTD**  
Interest at 0.05% per day on overdue account. Terms  
of payment strictly 7 days.

SLS 68652

**DOWNTOWN TRAVEL SERVICES PTE LTD**

  
Authorized Signature

**DOWNTOWN**

# Hiring Agreement

43517

Co. Reg. No.: 198403671H  
GST Reg. No.: M2-0067432-4

Vehicle Number: S149 6327M Make & Model: Nissan Skyline Date: 14/08/14  
 Change Over 1: \_\_\_\_\_ Initial: \_\_\_\_\_ Date: \_\_\_\_\_  
 Change Over 2: \_\_\_\_\_ Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**Hirer**

Name: Q32  
 Address: \_\_\_\_\_  
 Contact Person: Jimmy Tan Singapore ( ) Tel: \_\_\_\_\_

**1st Driver**

Name: L. SHUI POON  
 Address: BLK 292A BLK 7 BATHURST  
SAVANUE 6 #26-202 SLE51242  
 Singapore ( )  
 Contact No: \_\_\_\_\_ (H) \_\_\_\_\_ (O) 90216865 (HP)  
 Occupation: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Passport / NRIC No: S266 26586520 Nationality: CHINA  
 Driver's Licence No: \_\_\_\_\_ Driving Exp.: 21 yrs  
 Country of Issue: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

**Additional Driver**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact No: \_\_\_\_\_ (H) \_\_\_\_\_ (O) \_\_\_\_\_ (HP)  
 Occupation: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Passport / NRIC No: \_\_\_\_\_ Nationality: \_\_\_\_\_  
 Driver's Licence No: \_\_\_\_\_ Driving Exp.: \_\_\_\_\_ yrs  
 Country of Issue: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

**Mode of Payment**

CASH ( ) AMEX ( ) MASTERCARD ( ) VISA ( )  
 DINERS ( ) CHEQUE ( ) COM. BILLING ( ) INT. BILLING ( )  
 CHEQ / CARD NO. \_\_\_\_\_  
 Expiry Date: \_\_\_\_\_

**Remarks / Delivery Location**

SLS 6865p  
\$100/day X 03  
 Number of keys given: \_\_\_\_\_

Hirer hereby agrees to abide to the terms and conditions as set out overleaf. If I opt to pay by credit / charge card, my signature here will be deemed to have been made on the applicable credit card charge slip.

NB. Vehicle taken must be returned by appointed time and date otherwise an extra charge will be applied.

HIRER'S SIGNATURE

DOWNTOWN TRAVEL SERVICES PTE LTD

**For Official Use**

INV No.: \_\_\_\_\_ O/R No.: \_\_\_\_\_ Date: \_\_\_\_\_  
 INV No.: \_\_\_\_\_ O/R No.: \_\_\_\_\_ Date: \_\_\_\_\_  
 INV No.: \_\_\_\_\_ O/R No.: \_\_\_\_\_ Date: \_\_\_\_\_

**Check In / Out**

Date Out: 14/08/14 Time Out: 15:00hrs Km Out: 4692.2  
 Petrol Level: E 1/4 1/2 3/4 (F)  
 Agreed Date of Return: \_\_\_\_\_  
 Date In: 17/08/14 Time In: 11:00hrs Km In: 4719.4  
 Petrol Level: E 1/4 1/2 3/4 (F)

**Collision Damage Waiver**

ACCEPTS  
 To Pay Extra Fees  
 Daily S\$ \_\_\_\_\_  
 Weekly S\$ \_\_\_\_\_  
 Monthly S\$ \_\_\_\_\_  
 Weekend S\$ \_\_\_\_\_  
 Non-Waiverable Excess  
 S\$ 2000 per accident  
 Signature: X

DECLINES  
 Hirer Declines CDW  
 Excess S\$ \_\_\_\_\_ per accident  
 Signature: \_\_\_\_\_

**Personal Accident Insurance**

ACCEPTS  
 To Pay Extra Fees  
 Daily S\$ \_\_\_\_\_  
 Weekly S\$ \_\_\_\_\_  
 Monthly S\$ \_\_\_\_\_  
 Weekend S\$ \_\_\_\_\_  
 Signature: \_\_\_\_\_

DECLINES  
 Hirer Declines PAI  
 Signature: \_\_\_\_\_

Malaysia Charge	S\$	cts
Per Day		
Per Week		
Per Month		
CDW		
PAI		
7% GST		
Total		

Per Day	S\$	
Per Week	S\$	
Per Month	S\$	
Weekend	S\$	

Rental Charges	S\$	cts
CDW		
PAI		
Delivery / Collection		
Others		
7% GST		
Sub Total		

Rental Extension		
CDW		
PAI		
7% GST		
Extension Charges		

Petrol		
Excess / Non-Waiverable Excess		
Others		
7% GST		
Addendum Charges		

**Overall Charges**



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

G Raffles Quay #10-00, 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-18-091810

Date of Request: 16/06/2018

Your Ref No: Online Purchase

Tan Chong Motor Sales Pte Ltd  
911, Bukit Timah Road  
Singapore 589622

Dear Sir/Madam,

Enquiry Date: 16/06/2018  
Enquiry By: Eric Koh Yong Lang  
TP Vehicle No: SDS3138U  
Accident Date: 06/06/2018**Enquiry Result**

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SDS3138U	QBE Insurance (Singapore) Pte Ltd	18/04/2018-18/04/2019	62246633

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.

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GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE  
8 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-18-091810  
Date of Request: 16/06/2018

Your Ref No: Online Purchase

Tan Chong Motor Sales Pte Ltd  
911, Bukit Timah Road  
Singapore 589622

Dear Sir/Madam,

Enquiry Date: 16/06/2018  
Enquiry By: Eric Koh Yong Lang  
TP Vehicle No: SDS3138U  
Accident Date: 06/06/2018

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:

☒ GIRO ☐ Cash ☐ Cheque

## Khanchna (LKK Auto)

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**From:** Jenny Toh <jenny.toh@qbe.com>  
**Sent:** Thursday, 17 October 2019 9:04 AM  
**To:** Khanchna (LKK Auto)  
**Cc:** claims-singapore  
**Subject:** [VC011562] Mandate Request - ACCIDENT INVOLVING VEHICLES SLS 6865P(TP) & SDS 3138U(OI- QBE) ON 06/06/2018  
**Attachments:** LKK Adjustment Report.pdf; LKK Inspection Report.pdf; LKK REINSPECTION PHOTOS.pdf; LKK Survey Photos.pdf; DS SUPPORTING DOCS.pdf

Our ref: VC011562

Hi Khanchna

Kindly proceed with the settlement.

regards

---

**Jenny Toh**

Senior Assistant

Claims / Asia

1 Raffles Quay, #29-10 South Tower, Singapore 048583

+65 6224 6633 | +65 6477 1225

[Website](#) [LinkedIn](#) [Twitter](#)



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**From:** Khanchna (LKK Auto) <khanchna@lkkauto.com>

**Sent:** Wednesday, 16 October 2019 4:42 PM

**To:** Jenny Toh <jenny.toh@qbe.com>

**Cc:** Admin A <admin-a@lkkauto.com>

**Subject:** Mandate Request - ACCIDENT INVOLVING VEHICLES SLS 6865P(TP) & SDS 3138U(OI- QBE) ON 06/06/2018

QBE REF: VC011562

LKK REF CC4/QBE18011809/T1kb3q2

=====

Dear Sir/Madam,

**ACCIDENT INVOLVING VEHICLES SLS 6865P(TP) & SDS 3138U(OI) ON 06/06/2018**

We refer to the above matter.

This is a head to rear end collision.

We had informed to the Insured company of the TP claim and NCD issues and they agreed to let Insurance handle.

In view of the above, we are of the view that BOLA 27 is applicable.

Summary to offer to repairer **TAN CHONG MOTOR SALES PTE LTD** is as follows:

TP CLAIMED		REVISED - TO OFFER
Cost of Repair (w/GST)	\$ 5,976.16	\$ 1,850.59
Loss of Rental (\$100 x 3 days)(w/GST)	\$ 321.00	\$ 321.00(\$100 x 3 days)(w/GST)
LTA Search Fee	\$ 2.00	\$ 2.00
<b>TOTAL</b>	<b>\$ 6,299.16</b>	<b>\$ 2,173.59</b>

Breakdown of days is as follows:

\*3 days recommendation for repair

Relevant supporting claim documents are attached herewith for your perusal and reference.

For your approval and/or further instructions please.

Thank you.

Best Regards,

**Khanchna** | Case Handler

**LKK Auto Consultants Pte Ltd**

DID: **6841 2360** | email: [Khanchna@lkkauto.com](mailto:Khanchna@lkkauto.com) | Fax: 6741-4108

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

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