

## Poh Kin (LKKAuto)

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**From:** Poh Kin (LKKAuto)  
**Sent:** Tuesday, 4 December 2018 4:05 PM  
**To:** 'chongleng.yee@chuanlim.com'  
**Cc:** Admin A  
**Subject:** ROAD TRAFFIC ACCIDENT INVOLVING NOS. XD 5006X, YN 1689L AND OTHERS ALONG JALAN BAHAR ON 20.11.2018  
**Attachments:** letter of Authorization (sample).pdf  
**Importance:** High

4<sup>th</sup> December 2018

### CHUAN LIM CONSTRUCTION PTE LTD

Policy Holder

Attn: Ms Yee

Dear Sir/Madam,

**OUR REF : CC4/ASM18021149/Kfb3**

**YOUR REF : XD 5006X**

**ROAD TRAFFIC ACCIDENT INVOLVING NOS. XD 5006X, YN 1689L AND OTHERS ALONG JALAN BAHAR ON 20.11.2018**

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 Property Damage claim against your policy.

We have received a claim from M/s Cheng Hoe Motor Pte Ltd, acting on behalf of the owner of YN 1689L against your motor insurance policy.

Based on the accident report, accident scenario, it was reported that your vehicle had collided into Third Party vehicle YN 1689L. 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 full co-operation in the handling of the claim is required and kindly submit the following to [pohkin@lkkauto.com](mailto:pohkin@lkkauto.com) within 7 days from the date of this letter **if not provided at AXA's 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

- Driving license of Authorize Driver
- Authorization Letter for driving company vehicle

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 6841 2132 or email us at [pohkin@lkkauto.com](mailto:pohkin@lkkauto.com).

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

Best Regards,

**Poh Kin, Chong (Mr)** | Case Handler

**LKK Auto Consultants Pte Ltd**

Phone: 6841-2132 | email: [pohkin@lkkauto.com](mailto:pohkin@lkkauto.com) | fax: 6741-4108

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



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