

# Volkswagen Centre Singapore



247 Alexandra Road Singapore 159934  
Fax: 64743643 Tel: 63057299

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

## LETTER OF DEMAND

Your Ref: CC4/LPC/2020221/hq3  
Our Ref: SK416T

To: LONPAC

Dear Sirs,

ACCIDENT INVOLVING SK416T & QED 8836H ON 7-11-18

We are claiming on behalf of our client SATHAPPAN PALANIAPPAN owner of  
vehicle number SK416T involved in accident on 7-11-18  
with vehicle QED 8836H along/at PIE TOWARDS TUAL.

Description of claims:

Cost of Repairs \$ 4391.15 ( Incl 7% GST )

Loss of Use/Rental \$ 120 X 3 Days = \$ 360

Medical Fee \$ \_\_\_\_\_ ( Incl 7% GST )

Search Fee \$ 2 ( Incl 7% GST )

TOTAL \$ 4953.15

We are claiming in full and final settlement of \$ 4953.15 payable to  
Volkswagen Centre Singapore.

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 [meiy.wong@vw.com.sg](mailto:meiy.wong@vw.com.sg)

Dated this \_\_\_\_\_ of 17 JAN 2019

# Volkswagen Centre Singapore



Service Tax Invoice No. SV18P56614

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

SERVICE ORDER NO: 18IP3183

SERVICE CUSTOMER NO.: F05635C

SERVICE CUSTOMER NAME.: Lompac Insurance BHD

TELEPHONE NO.:

ADDRESS: 101 Thomson Road  
#18-01 United Square  
Singapore

Post Code: 307591

VEH NO.: SKU416T

DATE: 20/12/18 Pickup:  
VIN NO.: WVWZZZ16ZFM002763 KM : 46,686  
GEARBOX CODE: QQT Engine No.:  
MODEL: JETTA TSI (DSG) TRENDLINE  
SA : Wong MeiY

Next Appointment Date :

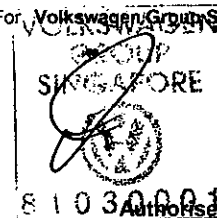
Next Appointment Mileage : 0

No.	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
<b>LONPAC DIRECT SETTLEMENT</b>					
<b>DOA 7.11.2018</b>					
<b>SURVEYOR LKK</b>					
<b>TP VEHICLE GBD8836H</b>					
Labor					
1	LABOUR	1.00	UNIT	840.00	840.00
2	SPRAY PAINT	1.00	UNIT	800.00	800.00
3	Tow SVC- Quality Recovery Services	1.00	UNIT		
4	Tow SVC- Quality Recovery Services	1.00	UNIT		
5	PROGRAMMING & CALIBRATION- NETT	1.00	TU	480.00	480.00
6	CHECK WIRE HARNESS, ECU, SENSOR, SOCKET	1.00	TU	280.00	280.00
Item					
7	REAR BUMPER	1.00	PCS	1,258.64	1,258.64
8	SPOILER	1.00	PCS	535.27	535.27
9	STRIP -IMPROVED TYPE	1.00	PCS	96.88	96.88

GST (7%) AMOUNT: 300.36

TOTAL AMOUNT: 4,591.15

For Volkswagen Group Singapore Pte Ltd



Customer

Authorised Signatory

## NOTICE

1. All fund transfer payments should be made payable to Volkswagen Group Singapore Pte Ltd Bank Account: 2528214002 Swift Code: DEUTSGSG Please indicate Customer Name and Invoice Number in the payment



## DISCHARGE VOUCHER

I / We SATHAPPAN PALANIAPPAN (Passport No. S2645764E) the  
owner of vehicle number SKU4167 hereby accept from  
\_\_\_\_\_ (Insurance Company) the sum of  
\_\_\_\_\_ (total repair cost) in full and final settlement for the cost of repairs  
arising from the loss damage of property as a result of the accident involving  
SKU4167 & QBD889611 along PTE TOWARDS TUAL  
on 07/11/2018.

Please pay to Volkswagen Group Singapore Pte Ltd who is authorized to receive  
only on the total cost of repair on my/our behalf.

The lost of use (transport allowance (rental receipts)) to be payable to  
\_\_\_\_\_.

Dated this on 21 / 12 / 2018 (DD/MM/YYYY)

[Signature]  
(Signature of owner / Company stamp)

Name : SATHAPPAN PALANIAPPAN

NRIC No. : S2645764E

Date : 21/12/18

# Volkswagen Centre Singapore



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

## LETTER OF AUTHORITY

ACCIDENT INVOLVING SKU4167 and GBD883614 on 07/11/2018  
Own vehicle's number Other vehicle's number Date of accident  
along ALONG PIE TOWARDS TUAS  
Accident location

BY THE LETTER OF AUTHORITY, I/we, SATHAPPAN PALANIAPPAN  
Name of Policy Holder & IC / Passport number  
of S2645164E owner of Vehicle Registration

Number SKU4167 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 of 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 A 2372 1793 AW 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 21<sup>st</sup> of the month  
Dec Year 2018.

Signed & Delivered By :

  
Policy Holder  
Witness By: 

# Tax Invoice

19th December 2018

**SATHAPPAN PALANILAPPAN**  
**3 OXFORD ROAD**  
**#02-01**  
**SINGAPORE 218814**

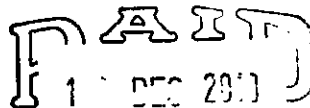
Attention :- **MS PEARLYN**

Veh # :- SKQ8473X RK141361  
Inv # :- RK730477  
RA # :- B13442 0/0  
From :- 18/12/2018  
To :- 21/12/2018  
Terms :- C.O.D  
Remarks :- MICHELLE-VW

**Main Office:**  
Mova Building  
No. 22, Jalan Kilang,  
Singapore 159419  
Tel: **(65) 6476 3333**  
Fax: (65) 6271 5891  
www.mova.com.sg

**Workshop Dept:**  
Block 1008,  
Bukit Merah Lane 3,  
#01-04/06/08/94  
Singapore 159722  
Tel: **(65) 6272 3892**  
Fax: (65) 6270 8314  
Co. Reg. 198904033G  
GST Reg. M2-0088864-2

Description	Qty	U.Price	Amounts S\$
RENTAL CHARGES FROM 18/12/2018 TO 21/12/2018 VW JETTA : SKQ8473X RENTAL AGREEMENT : B13442 DRIVEN BY : SATHAPPAN PALANILAPPAN YOUR REF : VW/ALEX-SKV416T	3 DAY	112.15	336.45



BY: MASTERCARD BATCH JK- \$ 360.00

Singapore Dollars :

Three Hundred Sixty Only

AMOUNT S\$	336.45
GST @ 7 %	23.55

Thank you for your continuous support.

AMOUNT DUE S\$	360.00
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**MOVA AUTOMOTIVE PTE LTD**



AUTOMOTIVE PTE LTD

Website: www.mova.com.sg  
Co. Reg. No.: 198904033G

# Automotive Pte Ltd

Main Office: No. 22 Jalan Kilang, Singapore 159419  
Bukit Merah Branch:  
Blk 122 Bukit Merah Lane 1 #01-50, Singapore 150122  
Fan Yoong Branch: No. 15 Fan Yoong Road, Singapore 629792  
Tel: (65) 6476 3333 Fax: (65) 6270 8314  
24 Hours Breakdown Service: (65) 9799 8888  
Bedok Branch: 219 Bedok Central #01-138, Singapore 460219  
Tel: (65) 6604 7877

# RENTAL AGREEMENT

RA NO.: B 13442

RECEIVED 18 DEC 2018

RENTAL DETAILS			INSURANCE EXCESS AMOUNT		
Vehicle Make/Model:	Jetta	Vehicle No:	Singapore	Malaysia	Signature
Date/Time Out:	18/12/18	9.15am.	\$S 2500	\$S 3500	
Petrol Level Out:	E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F		Per Accident	Per Accident	
Date/Time In:			Charges		
Petrol Level In:	E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F		Months @\$	Per Month	
Change Over 1:	Date:	Initial:	Weeks @\$	Per Week	
Change Over 2:	Date:	Initial:	3 Days @\$ 112.15	Per Day	\$336.45
KM Out:	KM In:		Hours @\$	Per Hour	
HIRER DETAILS			Sub-Total		
Named Hirer			Less Discount	%	
ie:	Sathappan Palanikuppan		Rental Charges		
Address:	3 Oxford Road #02-01		CDW @\$	per day / week / month	
	S (2188 14)		PAI @\$	per day / week / month	
			Petrol Top-Up		
Identity Card No:	S2645764E		Misc Charges		
Date of Birth:	04-07-1957		GST		\$23.55
Driving License:	S2645764E		Total		
Country of Issue:	Sin		VISA / MASTER CARD / AMEX	CASH / COMPANY BILLING / OTHERS	\$360.00
Tel:	(HP)	(O)	Pre-Payment		
Nationality:;	Sin		Downpayment and Deposit		
Effective Date:	31 Jan 2000.		Amount Refunded/ Due		
			Signature of Refund		
Additional Hirer			Remarks:		
Name:			Pearlyn		
SS:			RW - Alex - SKV 4167		
			Invoice No:	Ref. No:	
			Checked Out By:	Checked In By:	Checked By:
Identity Card No:					
Date of Birth:					
Driving License:			Sales-In Charge:		
Country of Issue:			Mabel		
Tel:	(HP)	(O)	Past 3 years accidents YES <input type="checkbox"/> NO <input type="checkbox"/>		
Nationality:					
Effective Date:					

I fully understand and agreed to the terms and condition appended on both sides of this Vehicle Rental Agreement. I also agreed that if there is any outstanding amount payable after the conclusion of my rental not restricted to parking or traffic infringements during my period of hire, I will agreed that these outstanding payment be billed to my charge/ credit card voucher given above. All above information given by me are true in connection to this agreement.

Hirer's Signatory / Company Stamp (if corporate hirer)

Authorised Manager Signature

Date & Time

## IMPORTANT

- Only authorized drivers with valid driving license of minimum 2 years may drive the rental vehicle.
- All rental vehicles are strictly for Singapore use only, and may not be driven outside Singapore without prior approval of MOVA Automobile.
- In any accident, the Hirer must report to MOVA Automobile immediately. The Hirer shall endeavor to assist in all manners possible.
- The Hirer shall be liable for all excess charges (if any) for late return at the hourly rate shown, inclusive of CDW and PAI. Late return of more than 4 hours will be considered as a day rental.
- All traffic infringements and summons (if any) are the responsibility of the Hirer

**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-18-171873  
Date of Request: 07/11/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore  
247 Alexandra Road  
Singapore 159934

Dear Sir/Madam,

Enquiry Date 07/11/2018  
Enquiry By Wong Yen Mei  
TP Vehicle No. GBD8836H  
Accident Date 07/11/2018

**Enquiry Result**

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
GBD8836H	Lonpac Insurance Bhd	29/06/2018-28/06/2019	+65 62507388

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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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-18-171873

Date of Request: 07/11/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore  
247 Alexandra Road  
Singapore 159934

Dear Sir/Madam,

Enquiry Date 07/11/2018  
Enquiry By Wong Yen Mei  
TP Vehicle No. GBD8836H  
Accident Date 07/11/2018

DESCRIPTION	AMOUNT (\$\$)
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