

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: DM184003541/JT

Our Ref: SLN 8247L

To: EQ

SEND TO FILE

CLAIM NO. DM1840 03541/JT

DOCUMENT TYPE: LOD



Dear Sirs,

ACCIDENT INVOLVING SLN 8247L & GBF 5545G ON 20-12-18

We are claiming on behalf of our client OR POH HONG owner of

vehicle number SLN 8247L involved in accident on 20-12-18

with vehicle GBF 5545G along/at LORNE RD

Description of claims:

Cost of Repairs \$ 12609.08 (Incl 7% GST)

~~Loss of Use/Rental~~ \$ 120 X 6 Days = \$ 720

Medical Fee \$ _____ (Incl 7% GST)

Search Fee \$ 2 (Incl 7% GST)

TOTAL \$ 13331.08

We are claiming in full and final settlement of \$ 13331.08 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

27 FEB 2019

Dated this _____ of _____

Volkswagen Centre Singapore



Service Tax Invoice No. SV19P04572

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

SERVICE ORDER NO: 19IP0119

SERVICE CUSTOMER NO.: E1978004

SERVICE CUSTOMER NAME.: EQ INSURANCE COMPANY LIMITED

TELEPHONE NO.:

ADDRESS:

Post Code: 069257

VEH NO.: SLN8247L

DATE: 29/01/19

Pickup:

VIN NO.: WVVZZZAUZH099433

KM : 50,305

GEARBOX CODE:

Engine No.:

MODEL: GOLF A7 1.2 TL 81 (DSG)

SA : Kong Charmaine

Next Appointment Date :

Next Appointment Mileage : 0

No.	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
REF: DM18HO03541/JT					
DOA: 20.12.18					
TP VEH: GBF5545G					
SURVEYOR: RASUL LKK					
DIRECT SETTLEMENT AGAINST EQ					
Labor					
1	LABOUR	3.00	LAB	840.00	2,520.00
2	R&R REAR W/SCREEN	1.00	LAB	840.00	840.00
3	R&R REAR LUGGAGE TRIM	0.50	LAB	840.00	420.00
4	SPRAY PAINT	3.00	LAB	800.00	2,400.00
5	B&P NUMBER PLATE -NETT	1.00	ST	80.00	80.00
6	SUPPLY & INSTALL REVERSE SENSOR	1.00	PCS	400.00	400.00
7	Tow SVC- Quality Recovery Services	1.00	UNIT		
8	Tow SVC- Quality Recovery Services	1.00	UNIT		
9	PROGRAMMING & CALIBRATION- NETT	1.00	TU	480.00	480.00
10	CHECK WIRE HARNESS, ECU, SENSOR, SOCKET	1.00	TU	280.00	280.00
Item					
11	NAME PLATE - 180 TSI	1.00	PCS	68.13	68.13
12	NAME PLATE - GOLF	1.00	PCS	77.37	77.37
13	TAILLIGHT INNER LH	1.00	PCS	308.00	308.00

Volkswagen Centre Singapore



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SA : Kong Charmaine

Next Appointment Date :

Next Appointment Mileage : 0

No.	DESCRIPTION	QTY	UOM	UNIT PRICE	AMOUNT
14	REAR BUMPER	1.00	PCS	996.45	996.45
15	REAR BUMPER SPOILER	1.00	PCS	322.40	322.40
16	REAR BOOT LID	1.00	PCS	1,511.56	1,511.56
17	BOOT WETHERSTRIP	1.00	PCS	276.43	276.43
18	GROMMET	2.00	PCS	13.24	26.48
19	2K GLUE	1.00	PCS	159.35	159.35
20	INOXSPRAY	1.00	PCS	67.97	67.97
21	PRIMER	1.00	PCS	29.06	29.06
22	CLEANER	1.00	PCS	100.93	100.93
23	APPLICATOR	2.00	PCS	10.60	21.20
24	2KADHESIV	1.00	PCS	286.20	286.20
25	ACTIVATOR	1.00	PCS	26.52	26.52
26	SEALANT	1.00	PCS	77.38	77.38
27	POP-RIVET	6.00	PCS	1.46	8.76

GST (7%) AMOUNT: 824.89

TOTAL AMOUNT: 12,609.08

For Volkswagen Group Singapore Pte Ltd



Customer

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

Tax Invoice

30th January 2019

OR POH HONG
9 JALAN MATA AYER
#03-58
SINGAPORE 759153

Attention :- **MS PEARLYN**

Veh # :- SKQ8307T RK142380
 Inv # :- RK731320
 RA # :- B13594 0/0
 From :- 23/01/2019
 To :- 29/01/2019
 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 23/01/2019 TO 29/01/2019 VW JETTA : SKQ8307T RENTAL AGREEMENT : B13594 DRIVEN BY : OR POH HONG YOUR REF : VW/ALEX-SLN8247L	6 DAY	112.15	672.90

PAID
 2 JAN 2019

BY: MASTER CARD 271 - \$ 720.00

Singapore Dollars :

Seven Hundred Twenty Only

AMOUNT S\$	672.90
GST @ 7 %	47.10

Thank you for your continuous support.

AMOUNT DUE S\$	720.00
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MOVA AUTOMOTIVE PTE LTD

**MOVA**

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**142380
RA NO.: B 13594

RECEIVED 30 JAN 2019

RENTAL DETAILS				INSURANCE EXCESS AMOUNT			
Vehicle Make/Model:	Jetta.		Vehicle No:	SKE8307T		Singapore'	Malaysia
Date/Time Out:	23/1/14.		5.16pm		2500	S\$	Signature
Petrol Level Out:	E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F		Per Accident		Per Accident	S\$	
Date/Time In:	29/1/14		12.30pm		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:	6 Days @ \$112.15		Per Day	\$672.90	
KM Out:	KM In:		Hours @ \$		Per Hour		
HIRER DETAILS				Sub-Total			
Named Hirer				Less Discount		%	
Name:	Or Poh Hong			Rental Charges			
Address:	9 Jalan Mawar Ayer			CDW @ \$		per day / week / month	
	#03 - 58			PAI @ \$		per day / week / month	
	SC 759153			Petrol Top-Up			
Identity Card No:	S 68 477 48 D			Misc Charges			
Date of Birth:	13 Dec 1968			GST		\$47.10	
Driving License:	S 68 477 48 D			Total		\$720.00	
Country of Issue:	Sin			VISA / MASTER CARD / AMEX		CASH / COMPANY BILLING / OTHERS	
Tel:	(HP) 97896854 (O)			Pre-Payment			
Nationality:	Sin			Downpayment and Deposit		NA	
Effective Date:	15 June 1994			Amount Refunded/ Due			
				Signature of Refund			
Additional Hirer				Remarks: Peerly n			
Name:				VN+ Alex - SUN8247L			
Address:				Invoice No:		Ref. No:	
				Checked Out By:		Checked In By:	
Identity Card No:				Checked By:			
Date of Birth:				Sales-In Charge: Michelle			
Driving License:				Past 3 years accidents YES <input type="checkbox"/> NO <input type="checkbox"/>			
Country of Issue:							
Tel:	(HP) (O)						
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.



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-18-196516

Date of Request: 21/12/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore
247 Alexandra Road
Singapore 159934

Dear Sir/Madam,

Enquiry Date 21/12/2018

Enquiry By Wong Yen Mei

TP Vehicle No. GBF5545G

Accident Date 20/12/2018

Enquiry Result

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
GBF5545G	EQ Insurance Company Ltd	30/03/2018-09/03/2019	6223 9433

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.



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Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

TAX INVOICE

Our Ref No: GR-18-196516

Date of Request: 21/12/2018

Your Ref No: Online Purchase

Volkswagen Centre Singapore
247 Alexandra Road
Singapore 159934

Dear Sir/Madam,

Enquiry Date 21/12/2018

Enquiry By Wong Yen Mei

TP Vehicle No. GBF5545G

Accident Date 20/12/2018

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



LETTER OF AUTHORITY

ACCIDENT INVOLVING SLN8247L and GBF55456 on 20/12/2018
Own vehicle's number ALH LOHME Other vehicle's number RD TWDS UPPER Date of accident THOMSON ROAD
along ALH LOHME RD TWDS UPPER THOMSON ROAD
Accident location

BY THE LETTER OF AUTHORITY, I/we, OR PHH HONG
Name of Policy Holder & IC / Passport number
of 568477481 owner of Vehicle Registration

Number SLN8247L 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 _____ 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 29th of the month
JAN Year 2019.

Signed & Delivered By:

Policy Holder
Witness By:



DISCHARGE VOUCHER

I / We OR POH HONG (Passport No. S6847748D) the
owner of vehicle number SLN8247L 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
SLN8247L & ABF5545G along LURNIE RD TWDJ UPPER THOMSON ROAD
on 20/12/2018.

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 29/01/2019 (DD/MM/YYYY)

(Signature of owner / Company stamp)

Name 1 :

NRIC No :

Date 1 :

OR POH HONG
S6847748D
29/1/19