

Our ref : SME400Z
Your ref : CC4/LPC19006832/fa3 - Lonpac

Date: 14th August 2019

Mr Poh Kin, Chong (Case Handler)
LKK AUTO CONSULTANTS PTE. LTD.
Blk. 51 Paya Ubi Industrial Park
Ubi Avenue 1 #02-25
Singapore 408933

Dear Sir/ Madam,

RE: SUBMISSION OF DOCUMENTS FOR SME400Z – DOA: 14/04/2019

Kindly be informed that our customer, Mr Tay Chuan Lee, owner of vehicle registration no. SME400Z (insured with AIG) holds vehicle registration no. SLB5975B 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	:	\$ 2,585.12	
Loss of Rental/ Use	:	\$ 898.80	(\$ 128.40 x 07 days)
GIA/ LTA Search Fee	:	\$ 2.00	
Total	:	<u>\$ 3,485.92</u>	

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 **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 made 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



CYCLE & CARRIAGE

CYCLE & CARRIAGE KIA PTE LTD
PANDAN GARDENS CUSTOMER SERVICE CENTRE

209 Pandan Gardens Singapore 609339 Tel: 65684555 Fax: 65651240

**TAX INVOICE**

Co Reg No : 199405410K

GST Reg No : MR-8500111-X

Invoice Name & Address	Owner Name & Vehicle Info	
LONPAC INSURANCE BHD MOTOR CLAIMS DEPARTMENT 300 BEACH ROAD #17-04/07 THE CONCOURSE SINGAPORE 199555 Contact No 16/05/	Cust No/Name	/MR TAY CHUAN LEE (DAI CHUANLI)
	Reg No/Reg Date	SME400Z / 05/04/2016
	Date In/Mileage	16/05/2019/ 49677
	Chassis/Package	KNAFZ411MF5538366 /KC17RP
	Engine No	G4FGFH600857
	Make/Model	KIA/FORTE K3 1.6 A SX ADR BROWN
	Colour/Trim	ABP / WK

Account No	Terms	Date/Time Printed	CSE	Operator	WIP No	Invoice/Credit Note No		
CTP00080	Cash	02/08/2019/ 10:06	TLE	881 / Jojo Cheng	48413	81409525		
Description of Goods / Services					Qty	Unit Price	Disc%	Amount
E PNT88000								550.00
RENEW & RE-ALIGN RR DAMAGED PORTION: RENEW RR BUMPER								
E PNT98000								420.00
SPARY PAINT RR BUMPER								
E PNT88000								80.00
REMOVE & REFIT RR FLR BOARD,TRIM & CARPET								
A 54900099								30.00
CHECK WIRING & CHASSIS ELECTRICAL SYSTEM								
A 10028901								200.00
TO CARRY OUT DIAGNOSTIC CHECK USING HI-SCAN PRO TEST								
USING HI-SCAN PRO TEST								
E PNT88000								80.00
REMOVE & REFIT REVERSE SENSOR								
M SUNDRY								20.00
SUNDRIES								
X	COVER-RR BUMPER				1.00	791.00	00.00	791.00
X	COVER-RR BUMPER,UPR				1.00	245.00	00.00	245.00
Z TEXT								
LONPAC TP CLAIM SLB5975B								
DOA: 14/04/2019								
SURVEYOR: RASUL LKK 16/05/2019								
<p>Cycle & Carriage celebrates 120 years. Visit www.cyclecarriage.com/120 for more info!</p>								
Parts	1,036.00					Nett		2,416.00
Labour	1,360.00				7% GST on	2416.00		169.12
Standard Menu	0.00							
Specialist Job	0.00					Total Payable		2,585.12
Diagnostics Job	0.00					Paid		0.00
Sundry/Others	20.00					Total Due		2,585.12
Total(w/o GST)	2,416.00							

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

chan's
www.chans.com.sg

edwin

TAX INVOICE

TAY CHUAN LEE

INVOICE : AR1905-0255
DATE : 22/05/2019
TERMS : C.O.D
STAFF ID : AMIRA
AGREEMENT NO. : HA201905-0125

ATTN : ACCOUNTS PAYABLE

DESCRIPTION	AMOUNT (SGD)
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Vehicle Reg No : SMG2419Y 840.00
Make / Model :
Rental Dates : Rental Billing From 15/05/2019 To 22/05/2019
Period : 7 days
Rental Rate : S\$ 128.40 Per Day (Including GST)
Reference No : SME400Z

AMOUNT : S\$
EIGHT HUNDRED NINETY-EIGHT DOLLARS AND
CENT EIGHTY ONLY

NON-TAXABLE VALUE : 0.00
TAXABLE VALUE : 840.00
GST 7% : 58.80
TOTAL S\$: 898.80

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



For Official Use Only

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



RENTAL AGREEMENT

201905-0125

Hirer's Name RAY CHUAN LEE		Date of Birth 12.03.1980	Passport/ Nric No. S80072537	Nationality SM
Address 57 GUY LANE BATHEN		Occupation	Driving Licence No.	Date of Expiry
Postal Code #14-351		Contact No. 370057	Mobile Phone No. 97432857	
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.	

CHECK OUT

Date 15.5.19	Time 12.20	Mileage KM	E 1/4 1/2 3/4 F
Date 22.5.19	Time 3pm	Mileage KM	Remarks LOW PAL

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	7	@	120 + GST	840
DISCOUNT				
GST @ 7%				58.80
TOTAL				898.80
EXTENSION				AR1905-0255
<div> <div>LOW PAL</div> <div>PL: Smt 4007</div> </div>				
<div> <div>DEPOSIT (refundable) S\$</div> <div>CHANGED OVER FROM VEH. DATE</div> </div>				

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.

Hirer's Signature

Joint Hirer's/ Guarantor's Signature

for CHAN'S & SONS ENTERPRISE

VEHICLE NO. SMH 24197	MODEL
FROM	RETURN

*Estimate Date. For actual return see CHECK IN

**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-19-058581

Date of Request: 15/04/2019

Your Ref No:

Online Purchase

Cycle & Carriage Automotive Pte Ltd
241 Alexandra Road
Singapore 159931

Dear Sir/Madam,

Enquiry Date 15/04/2019
Enquiry By Edwin Abcede Caina
TP Vehicle No. SLB5975B
Accident Date 14/04/2019

Enquiry Result

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SLB5975B	Lonpac Insurance Bhd	15/04/2018-14/04/2019	+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.

This is a computer generated document and requires no signature.



RECORDS MANAGEMENT CENTRE

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TAX INVOICE

Our Ref No: GR-19-058581

Date of Request: 15/04/2019

Your Ref No:

Online Purchase

Cycle & Carriage Automotive Pte Ltd
241 Alexandra Road
Singapore 159931

Dear Sir/Madam,

Enquiry Date 15/04/2019
Enquiry By Edwin Abcede Caina
TP Vehicle No. SLB5975B
Accident Date 14/04/2019

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



Exceptional Journeys

Surveyor : Rasul - LKK
Company : Lonpac
DOA : 14/04/2019
CSE : Edwin
Date of Survey : 16/05/2019

VEHICLE NO : SME400Z
MODEL : KIA/ FORTE K3 1.6 A SX
WIP : 48413

Material	:	\$	1,036.00
Labour	:	\$	1,380.00
Sub-Total	:	\$	2,416.00
Less Excess	:	\$	-
Total	:	\$	2,416.00
GST 7%	:	\$	169.12
Grand Total	:	\$	2,585.12
Finalise By/Date	:	<u>JoJo dtd 13/06/2019</u>	

Email : 13/06/19 6:50 pm

☒ REVERT BACK WITHIN 7 DAYS,
OTHERWISE WILL PROCEED WITH INVOICING

☐ SURVEYOR'S REPORT REQUIRED

REPAIR TOOK 4 WORKING DAYS + 2 Days (1) Weekends
+ Days () Public Holiday
+ 1 Survey - 16/05/2019 - Thu
TOTAL DAYS REPAIR TOOK = 7

☒ TP Claim Lonpac - SLB5975B

☒ Claim GIA / LTA fee \$ 2.00

☒ Claim Loss ☐ Use ☒ Rental

☐ Claim Medical Fee / Others

☐ Third Party Report



Exceptional Journeys

To:

Cycle & Carriage Kia Pte Ltd
209 Pandan Gardens,
Singapore 609339
Attention: [Motor Claims Department]

Date: 15.04.2019

LETTER OF AUTHORIZATION TO ACT

Dear Sirs,

1. I/We, the undersigned, am the registered owner of vehicle no. SME400Z (*vehicle no.*) (the "**Vehicle**").
2. As a result of a motor incident occurring on 14.04.2019 / 1608 (*date and time of accident*) on/along 20 CHANGI NORTH CRESCENT S(499613) (*location*) between the Vehicle and SLB5975B (*3rd party vehicle(s) number, if any*) (the "**Accident**"), the Vehicle was damaged and has been sent in for repairs to be conducted at Cycle & Carriage's workshop.
3. I/We hereby authorize Cycle & Carriage to act for and on my/our behalf in respect of the following:
 - (a) to submit, make, settle and/or resolve any claims (the "**Claims**") which I/we may have against third party insurers and/or any other parties ("**Third Parties**") arising out of the Accident, in any manner as it deems fit;
 - (b) to receive payment from any Third Parties as settlement for the Claims (including accepting cheques made out in favour of Cycle & Carriage); and
 - (c) to generally do or cause to be done all acts or things (including signing any forms or documents or giving instructions to any Third Parties) which it deems necessary or expedient for the foregoing purposes.
4. In addition to the above, I/We hereby further authorize Cycle & Carriage, for and on our behalf, to **execute and sign any discharge vouchers, indemnity forms and/or any other forms or documents** in relation to or arising from the Claims.

For the avoidance of doubt, all payments towards settlement of the Claims should be made in favour of Cycle & Carriage.



Exceptional Journeys

5. I/We further acknowledge and recognize that any settlement which Cycle & Carriage may make for and on my/our behalf in respect of any Claims may be on a without prejudice basis and without any admission of liability in so far as any other Third Parties are concerned.

Thank you.

Yours faithfully,

Name:

NRIC / Passport No. / Company Registration No.: