

### Letter Of Claim For Uninsured Loss

Insurance Company: ERGO INSURANCE / LKK Date: \_\_\_\_\_  
Address : \_\_\_\_\_

Attention : Claims Department – Motor Claims Manager

Dear Sir/Madam,

**Subject:** Accident involving vehicle number SBP1881J & GBF4907C  
at TAMPINES ST 11 on 24.06.2018.

I am the owner of Vehicle Number SBP1881J which was involved with the accident as mentioned above.


As the accident was solely caused by your insured vehicle, bearing registration number GBF4907C, 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>428.00</u>
Search fee	\$ <u>2.00</u>
Others <u>Cost of Repair</u>	\$ <u>9370.03</u>
Total claim amount	\$ <u>9800.03</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 \$ 9800.03, 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

x 

(Owner of motor vehicle)

Name : KHAW SEOW NEY

Address : 156 TAMPINES ST 12

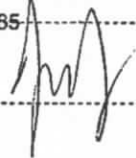
Telephone : #04-27 S( 521156 )  
: 81834085

**Third Party Direct Settlement**  
**Letter of Authority**

1. Accident involving vehicle number SBP1881J & GBF4907C at TAMPINES ST 11 on 24.06.2018.
2. I, KHAW SEOW NEY NRIC S7960453D, owner of motor vehicle no. \_\_\_\_\_ hereby authorize my repair workshop, namely **TAN CHONG MOTOR SALES PTE LTD** to act for me with respect to the following:
  - a) To submit my claims for all losses including uninsured loss, rental car charges, medical fees, excess payment and cost of repairs.
  - b) To resolving my claim as they deem fit, including settling the matter on basis of my contributing negligence if any.
  - c) 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.
  - d) 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:
  - a) 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.
  - b) For Excess payment by cash, the workshop shall refund the amount to the claimant via cheque payment.

Dated this \_\_\_\_\_ (Day) of \_\_\_\_\_ (Month) \_\_\_\_\_ (Year)

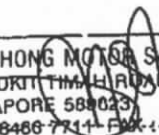
**Claimant Particulars**

Name: KHAW SEOW NEY  
Address: 156 TAMPINES ST 12  
#04-27 S(521156)  
Tel No.: 81834085  
Signature: x 

**Authorized Workshop**

Workshop: BUKIT TIMAH  
Claim Officer: \_\_\_\_\_

Signature  
& Co. Stamp

  
TAN CHONG MOTOR SALES PTE LTD  
912 BUKIT TIMAH ROAD  
SINGAPORE 580023  
TEL: 6460-7711 FAX: 6460-7472

**DOWNTOWN TRAVEL SERVICES PTE LTD**

15 Queen Street #01-01 Tan Chong Tower  
Singapore 188537  
Tel (65) 63341700 Fax (65) 63364677  
Co. Reg. No. 1984-03671/H

ERGO INSURANCE P L

5 TEMASEK BOULEVARD  
#04-01 SUNTEC TOWER FIVE

S(038985)

ATTN : ATTN : CLAIM MANAGER

GST Reg No. : M2-0067432-4

Tax Invoice : N104063

Inv. date...: 08-APR-2019

Print date..: 09-APR-2019

Print time..: 09:18:49

Page no.....: 1

Agreement no: N43510

Description	Amount
RENTAL CHARGE FROM 05-JUL-2018 TO 10-JUL-2018(SLD8598G )	400.00

TOTAL(BEFORE GST)	400.00
GST(7%)	28.00
TOTAL(AFTER GST)	428.00

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.

SBR 18815

**DOWNTOWN TRAVEL SERVICES PTE LTD**

Authorised Signature



# Hiring Agreement

43510

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

Vehicle Number: SLD8598 G Make & Model: MAZDA 15 Date: 65/07/18  
Change Over 1: \_\_\_\_\_ Initial: \_\_\_\_\_ Date: \_\_\_\_\_  
Change Over 2: \_\_\_\_\_ Initial: \_\_\_\_\_ Date: \_\_\_\_\_

**Hirer**

Name: ERGO INSURANCE  
Address: \_\_\_\_\_  
Singapore ( )  
Contact Person: \_\_\_\_\_ Tel: \_\_\_\_\_

**1st Driver**

Name: TOY KONG HONG  
Address: 196 Tampines Street 12 #04-27  
Singapore ( 521156 )  
Contact No: \_\_\_\_\_ (H) \_\_\_\_\_ (O) \_\_\_\_\_ (HP)  
Occupation: \_\_\_\_\_ Date of Birth: 21-6-1979  
Passport / NRIC No: S7917760 A Nationality: SINGAPOREAN  
Driver's Licence No: S7917760 A Driving Exp.: \_\_\_\_\_ yrs  
Country of Issue: SINGAPORE Expiry Date: \_\_\_\_\_

**Additional Driver**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Singapore ( )  
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**

SBP1881J (\$100)  
# 4/day x \$400  
Number of keys given: 5400-00

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 5/7/18 Time Out 1500 hrs Km Out 54576  
Petrol Level: E 1/4 1/2 3/4 (F)  
Agreed Date of Return: \_\_\_\_\_  
Date In: 10/7/18 Time In 16:40 Km In 54984  
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\$ \_\_\_\_\_ per accident  
Signature [Signature]

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 [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**

CDW		
PAI		
Delivery / Collection		
Others		
7% GST		
Sub Total		

**Rental Extension**

CDW		
PAI		
7% GST		
Extention Charges		

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

**Overall Charges**



**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-18-099623  
Date of Request: 30/06/2018

Your Ref No: Online Purchase

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

Dear Sir/Madam,

Enquiry Date 30/06/2018  
Enquiry By Eric Koh Yong Lang  
TP Vehicle No. GBF4907C  
Accident Date 24/06/2018

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.

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For GIARMC Official use:

Date:

☒ GIRO ☐ Cash ☐ Cheque



**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**  
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Phone: +65 6224 0010 Fax: +65 6224 0030  
Operating Hours: Monday to Friday 9am to 5pm  
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### Third Party Insurer Enquiry

Our Ref No: GR-18-099623

Date of Request: 30/06/2018

Your Ref No:

Online Purchase

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

Dear Sir/Madam,

Enquiry Date 30/06/2018  
Enquiry By Eric Koh Yong Lang  
TP Vehicle No. GBF4907C  
Accident Date 24/06/2018

#### Enquiry Result

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
GBF4907C	ERGO Insurance Pte. Ltd.	24/11/2017-23/11/2018	6829 9199

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.



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  
17 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 : ERGO INSURANCE PTE LTD  
ADDRESS : 5 TEMASEK BOULEVARD  
TELEPHONE : #04-01 SUNTEC TOWER FIVE S(038985)  
MODEL : 68299199  
ENGINE NO : FRLARDWJ11USA--A--  
CHASSIS NO : HRA2481219A  
VEHICLE NO : SJNFEAJ11U2009381  
SBP1881J

INVOICE NO : W12140324  
INVOICE DATE : 27-DEC-2018  
TERMS : CREDIT  
DATE REC'D : 05-JUL-2018  
SA/SE : ZHR  
JOB NO : BG1038591  
MILEAGE : 016084  
YOUR REFERENCE : INS/IC/ZHR/0259/2

ITEMS	JOB DESCRIPTION	AMOUNT
1	REMARKS AIG CLAIM AGAINST ERGO INSURANCE DOA:24.06.2018	
2	TOC:DIRECT SETTLEMENT OUR REF:INS/IC/ZHR/0259/2018	
3	T/P VEHICLE:GBF4907C SATISFACTION NOTE ATTACHED	
4	SURVEY BY:TAUFIK(LKK AUTO) ON 24.06.2018 @ 1850HRS RECOMMEND 5 DAYS REPAIR	
5	AUTHORISE BY:YEE PEI LEE(ERGO INSURANCE) ON 02.07.2018 @ 1404HRS	
	Insurance Co : ERGO INSURANCE PTE LTD Policy No....: TP-GBF4907C Claim Type ...: DIRECT SETTLEMENT / THIRD PARTY CLAIM DOA.....: 24-JUN-2018 Our Ref.....: INS/IC/ZHR/0259/2018 Surveyor.....: SURVEYOR FROM INSURANCE CO	
	LABOUR : 1586.00 PARTS : 7171.04 SUBTOTAL : 8757.04	
	TOTAL : 8757.04 GST (7%) : 612.99 AMOUNT DUE : 9370.03	

(NB : NC=No Charge;P=Included in Package;W=Warranty;G=Goodwill)  
DOLLARS: NINE THOUSAND THREE HUNDRED SEVENTY  
AND CENTS THREE 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





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## Tan Chong Motor Sales Pte Ltd

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JOB NO : BG1038591  
MILEAGE : 016084  
YOUR REFERENCE : INS/IC/ZHR/0259/2

ITEM	JOB DESCRIPTION	AMOUNT
4	LAMP ASSY-LH(SUPPLEMANTRY ITEM) Qty:1 @ \$2961.00 each (Disc:20.00% After Disc:\$2368.80each)	2368.80
5	LAMP FOG RH(SUPPLEMENTARY ITEM) Qty:1 @ \$258.00 each (Special Nett Item)	258.00
6	BUMPER SET FR Qty:1 @ \$614.60 each (Disc:20.00% After Disc:\$491.68each)	491.68
7	MOULE-BUMPER Qty:1 @ \$173.50 each (Disc:20.00% After Disc:\$138.80each)	138.80
8	ENERGY ABSORBER Qty:1 @ \$195.70 each (Disc:20.00% After Disc:\$156.56each)	156.56
9	BRKT-BPR SIDE,R Qty:1 @ \$20.90 each (Disc:20.00% After Disc:\$16.72each)	16.72
10	BRKT-BPR SIDE,L(SUPPLEMANTRY ITEM) Qty:1 @ \$20.90 each (Disc:20.00% After Disc:\$16.72each)	16.72
11	FENDER-OVER,ARK RH Qty:1 @ \$483.00 each (Disc:20.00% After Disc:\$386.40each)	386.40
12	FENDER-OVER,ARK LH Qty:1 @ \$483.00 each (Disc:20.00% After Disc:\$386.40each)	386.40
13	PROTECTOR-FR,RH Qty:1 @ \$87.50 each (Disc:20.00% After Disc:\$70.00each)	70.00
14	FENDER-FRONT RH Qty:1 @ \$622.70 each (Disc:20.00% After Disc:\$498.16each)	498.16
	<b>SUBTOTAL :</b>	<b>7171.04</b>

DOLLARS:

WORKSHOP MANAGER

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CUSTOMER





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## 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  
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SA/SE : ZHR  
JOB NO : BG1038591  
MILEAGE : 016084  
YOUR REFERENCE : INS/IC/ZHR/0259/2

ITEMS	JOB DESCRIPTION	AMOUNT
	<b>LABOUR</b>	
1	FOCUS & ADJUST H/LAMP, RESET HORIZONTAL & VERTICAL ALIGNMENT TO FACTORY SPECIFICATION	48.00
2	SUPPLY & INSTALL NUMBER PLATE & HOLDER INCLUDING PARTS(SUPPLEMANTRY)	60.00
3	PERFORM RUST PROOFING & TREATMENT FOR AFFECTED PANEL	100.00
4	APPLY SEALANT TO ALL AFFECTED PANEL JOINTS & RESEAL NECESSARY AREA	50.00
5	RENEW FRONT BUMPER, FRT FENDER RH, GRILLE RADIATOR, FENDER PROTECTOR, FRT FENDER ARK RH & LH SIDE	780.00
6	REPAINT FRONT BUMPER, FRT FENDER RH & FRT HOOD	500.00
7	FOCUS & ADJUST H/LAMP, RESET HORIZONTAL & VERTICAL ALIGNMENT TO FACTORY SPECIFICATION (SUPPLEMANTRY)	48.00
	<b>SUBTOTAL :</b>	<b>1586.00</b>
	<b>PARTS</b>	
1	GROMMET-CLIP (2X2.2) Qty:2 @ \$2.20 each (Special Nett Item)	4.40
2	CLIP (10X1.2) Qty:10 @ \$1.20 each (Disc:20.00% After Disc:\$9.60each)	9.60
3	LAMP ASSY-RH Qty:1 @ \$2961.00 each (Disc:20.00% After Disc:\$2368.80each)	2368.80

DOLLARS:

WORKSHOP MANAGER

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CUSTOMER

# SATISFACTORY NOTE

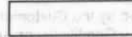
**TAN CHONG MOTOR SALES PTE LTD (TCMS)**



**AUTOLUTION INDUSTRIAL PTE LTD (AIPL)**



**TC AUTOCLINIC PTE LTD (TCAC)**



## TYPE OF CLAIM:

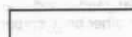
DATE:



OWN DAMAGE (OD)

OWNER NAME:

KHAW SEOW NEY



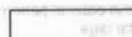
OWN DAMAGE (OD) & UNINSURED LOSS  
(EXCESS & LOSS OF USAGE) VIA

NRIC NO.:

TCMS / AIPL / TCAC

ADDRESS:

BLK 156 TAMPINES



THIRD PARTY THROUGH  
TCMS / AIPL / TCAC

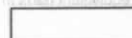
STREET 12 # 04-27



THIRD PARTY - OWNER  
DIRECT CLAIM AGAINST  
THIRD PARTY INSURANCE

VEHICLE MODEL:

NISSAN QASHQAI



WINDSCREEN / GLASS (W/S)

REGN. NO.:

SBP1881J

INSURANCE CO.:

AGAINST ERGO INSURANCE

CHASSIS NO.:

POLICY NO.:

DATE OF ACCIDENT:

24/06/2018

DATE RECEIVED:

04/07/2018

DATE COMPLETED:

10/07/2018

We / I hereby confirmed that the accident repair carried out by Tan Chong Motor Sales Pte Ltd / Autolution Industrial Pte Ltd / TC AutoClinic Pte Ltd and that all necessary repairs as resulted of the accident of the above vehicle have been completed to our / my satisfaction and that We / I have no further claim whatsoever against the above Company in respect thereof. Terms and Conditions as stipulated in the overleaf applies.

We / I have taken delivery of my car after all necessary repair carried out by Tan Chong Motor Sales Pte Ltd / Autolution Industrial Pte Ltd / TC AutoClinic Pte Ltd on\*

Note: In the event of an Own Damage Claim, your Insurance Company may under policy terms & conditions, or as standard Industrial Practice, increase the loading on your premium during Insurance Policy renewal. Your NCD [Non Claim Discount] may also be affected, subject to business policy of respective Insurance Company.

(NAME / SIGNATURE OF INSURED)

## FOOTNOTE:

☐ TCMS / AIPL / TCAC\* WILL CLAIM ON BEHALF  
OF OWNER  
THROUGH TCMS'S LEGAL AID

☐ DEPOSIT PAID BY OWNER

☐ OWNER WILL MAKE CLAIM AGAINST  
THIRD PARTY INSURANCE COMPANY

☐ DOCUMENTS RETURNED TO  
OWNER

☐ TCMS / AIPL / TCAC\* WILL CLAIM ON BEHALF  
OF OWNER UNINSURED LOSS. (EXCESS  
PAYMENT & LOSS OF USAGE)

INSURANCE CO. COPY

\* Delete When Necessary