

Our ref : SGY8558R
Your ref: CC4/EQ119011474/pb3

Date : 23rd August 2019

Ms Jimmy Chen (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 SGY8558R – DOA: 26/06/2019

Kindly be informed that our customer, Mr Leong Eng Chai, owner of vehicle registration no. SGY8558R (insured with AXA) holds vehicle registration no. GBG4569P 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	:	\$ 4,865.29	
Loss of Rental/ Use	:	\$ 535.00	(\$ 107.00 x 05 days)
GIA/ LTA Search Fee	:	\$ 2.00	
Total	:	\$ 5,402.29	

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 make payable to Cycle & Carriage France Pte. Ltd.

We look forward to receiving your early settlement of the invoice(s). Thank you.

Yours faithfully,
CYCLE & CARRIAGE FRANCE PTE LTD



MANAGER
SERVICE OPERATIONS - PG



CYCLE & CARRIAGE

CYCLE & CARRIAGE FRANCE PTE. LIMITED
PANDAN GARDENS CUSTOMER SERVICE CENTRE

209 Pandan Gardens, Singapore 609339 Tel: (65) 6568 4501 Fax: (65) 6565 1240



CITROËN

Company Reg No. 200609327M
 GST Reg No. MR-8500111-X

TAX INVOICE

Invoice Name & Address	Owner Name & Vehicle Info
EQ INSURANCE COMPANY LIMITED	Cust No/Name /Leong Eng Chai
MOTOR CLAIM DEPARTMENT	Reg No/Reg Date SGY8558R*CC1/ 05/07/2012
5 MAXWELL ROAD #17-00	Date In/Mileage 22/07/2019/ 138454
TOWER BLOCK, MND COMPLEX	Chassis/Package VF7UA5FV8CJ538536 /NOT
SINGAPORE 069110	Engine No 10FJBS1423436
Contact No	Make/Model CIT/GC4P DYNAMIQUE 1.6 EGS
	Colour/Trim T6M / BK



Account No	Terms	Date/Time Printed	CSE	Operator	WIP No	Invoice/Credit Note No
CTP00073	Cash	13/08/2019/ 09:32	TLC	881 / Jojo Cheng	14497	73005311

Description of Goods / Services	Qty	Unit Price	Disc%	Amount
E PNT88000				900.00
RENEW FRONT DOOR LH, WINDMIRROR LH				
E PNT88000				180.00
REMOVE & INSTALL FRONT DOOR TRIMS AND GLASS TO FACILITATE REPAIR				
E PNT98000				630.00
RESPARY FRONT DOOR LH, WINDMIRROR LH				
A 54900099				50.00
CHECK WIRING & CHASSIS ELECTRICAL SYSTEM				
A 54900099				300.00
CONDUCT DIAGNOSTIC CHECK FOR THE CAR SYSTEM				
M SUNDRY				40.00
APPLY SEALANT FOR DAMAGED PORTION				
M SUNDRY				20.00
SUNDRY				
X FRONT DOOR LH	1.00	1277.00	0.00	1277.00
X DR WEATHERSTRIP LH	1.00	73.00	0.00	73.00
X SIDE SILL SEAL LH	1.00	73.00	0.00	73.00
X DOOR PROTECTOR LH	1.00	172.00	0.00	172.00
X EXT VIEW MIRROR LH	1.00	613.00	0.00	613.00
X BADGE	1.00	52.00	0.00	52.00
X WINDOW MECH LH	1.00	167.00	0.00	167.00
Z TEXT				
EQ TP CLAIM GBG4569P				
DOA: 26/06/2019				
SURVEYOR: RASUL LKK 22/07/2019				

Cycle & Carriage celebrates 120 years.
 Visit www.cyclecarriage.com/120 for more info!

Parts	2,427.00	Nett	4,547.00
Labour	2,060.00	7% GST on	318.29
Standard Menu	0.00		
Specialist Job	0.00	Total Payable	4,865.29
Diagnostics Job	0.00	Paid	0.00
Sundry/Others	60.00	Total Due	4,865.29
Total(w/o GST)	4,547.00		

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.



TAX INVOICE

GST REG. NO.: 200106276D

INVOICE TO
LEONG ENG CHAI BLK 275A BISHAN STREET 24 #10-118 SINGAPORE 571275

DATE	INVOICE NO.
30-Jul-2019	P 2615

DESCRIPTION	VHA NO.	DUE DATE	VEH. NO.
	P 2615	30-Jul-2019	SLN 6726 J
DESCRIPTION	NO. OF DAYS	RATE	AMOUNT
RENTAL FROM 22 JULY 2019 TO 27 JULY 2019 YOUR REF: SGY 8558 R	5	100.00	500.00
GST @ 7%			\$35.00
TOTAL			\$535.00

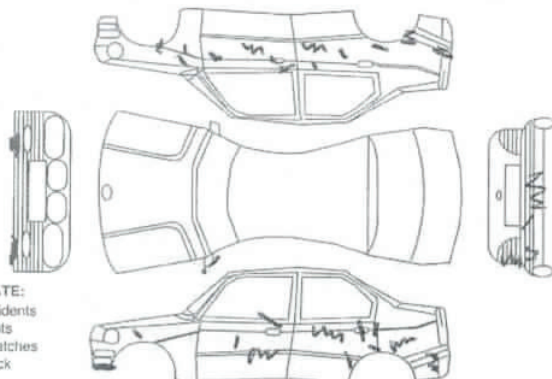
All cheques must be made payable to *BKW Rent A Car Pte Ltd*.
Please write the vehicle and invoice number on the reserve.



bizSAFE

HIRER'S PARTICULARS

 Name (as in I/C) **LEONG ENG CHAI**
 NRIC/Passport No: **S6920166J** Date of Birth: **9/7/1969**
 Address: **APT BLK 275A BISHAN STREET 450**
24 #10-118 S(571275)
 Name & Address of Employer _____
 Occupation _____ Driving Exp: **21**
 Driving Licence No: _____ Passed Date: **6/6/1998**
 D/L Type: Local/Int'l/Others: _____
 Tel(O) _____ (R) _____ HP **91540439**
DRIVER'S PARTICULARS

 Name (as in I/C) _____
 NRIC/Passport No: _____ Date of Birth: _____
 Address: _____ Age: _____
 Occupation _____ Driving Exp: _____ Yrs _____
 Driving Licence No: _____ Passed / Expiry Date: _____
 D/L Type: Local/Int'l/Others: _____ Contact No: _____

 INDICATE:
 A - Accidents
 D - Dents
 S - Scratches
 X - Crack

I have read and agree to the terms and condition on both sides of this agreement. If I have presented a charge/credit card for payment, I agree that all amounts payable under this agreement and for parking and traffic infringements may be billed to that account and my signature above will be considered to have been made on the charge/credit card voucher. All information I have been given BKW Rent A Car Pte Ltd in connection with this agreement is true.

IMPORTANT

- The Hirer and the authorized driver must be over 23 years of age and under 65 years and be holding valid driving licenses and have a minimum of 2 years regular and qualified driving experience. Failure to observe stipulation may return all damages costs to be borne by the Hirer/the Authorized Driver.
- All vehicles are supplied with petrol and should returned with petrol level likewise. A service charge of \$5 on top of a petrol surcharge is payable by the hirer should he fail to return the vehicle at the appropriate petrol level.
- No refund for early return of vehicle. The hirer shall be liable for additional charges for any late return at the rate shown per hour per day, inclusive of CDW and/or PAI where applicable. Any returns after our operation hours will be charged as a full day rental.
- Use of the vehicle for illegal purpose (For instance: in connection with theft, drug peddling or trafficking, smuggling), is strictly prohibited.
- Vehicle strictly for Singapore use only and may not be driven out of Singapore without prior written consent of BKW Rent A Car Pte Ltd. The hirer is liable for a penalty fee of \$200 in addition to the appropriate insurance top up in the case of non-disclosure of Malaysia usage.
- The hirer and/or driver shall be responsible for all damages or losses howsoever caused, all traffic violations, fines and penalties imposed on the vehicle for whatsoever reason in respect of or in connection with its use or operation.
- The hirer and/or driver shall be responsible for all claims, damages, losses, increased insurance premiums, non-waiver excess and cost expense (including

- legal costs on a full indemnity basis), whatsoever and howsoever brought against, suffered or incurred by you in respect of the vehicle or the use or the operation of the vehicle. Full excess amount have to be paid immediately in the event of an accident. The owner reserve the right not to replace a replacement vehicle if an accident occurred. Any damage to the car will be repair at BKW authorized workshop.
- Smoke or permit smoking and transport of pets in the vehicle are not allowed. Any offensive smell e.g. cigarette, durian or pet's smell, the hirer and/or driver shall bear the cost of removing the offensive smell or pet's hair between \$200 - \$400.
- The Hirer agrees that a punctured tyre, empty petrol tank, loss of vehicle's key or locked keys inside of vehicle, by itself, does not constitute a breakdown and that in the event the owner's 24-Hours Emergency Service is called upon to respond to such occurrence, the Hirer shall bear the cost of such response at \$50.00 per trip.
- In case of accident, the hirer shall report to rental office immediately. An accident report must be made within 24 hours. Failure to comply, the hirer will have to borne all liability from all parties claim. Full excess amount have to be paid immediately in the event of an accident.
- The hirer/Driver also have the responsibility to ensure that the radiator water level in the car is sufficient and do not drive when the vehicle is still and does not have sufficient water. Any damage to the engine will be bear by the hirer/driver.
- All customers' data will be kept strictly confidential and is solely used for the purpose of completing the sales transactions and other relating matters.
- I understand and agree to the personal data collection statement stated on the Terms and Conditions Page.

Date Out	Time Out	Mileage	Check By	Remarks
22/7/19	0900	132690	ANDY	

Return Of Vehicle: The Hirer Driver Is Required To Sign In The Column "Signature Of Hirer Driver Failing Which The Day And Time Inserted Below Shall Be Deemed To Be The Day And Time The Vehicle Is Returned To BKW Rent A Car Pte Ltd And The Same Shall Be Accepted As Conclusive Evidence Of The Same And Shall Not Be Challenged Or Questioned On Any Account Whatsoever. And I had cleared my belonging items from the rental vehicle (cashcard, parking coupons, etc)"

Date In	Time In	Mileage	Check By	Remarks
27.07.19	1200	133112	PING	Check & 27/7/19 1400

Hirer's Own Vehicle No: SGY8558R		Replace Veh No: _____																																													
Loan Vehicle No: SLN6726J		VR No: _____																																													
Make & Model: CITROEN C4		Auto/Manual Group: Auto																																													
<table border="1"> <thead> <tr> <th colspan="2">CHARGES</th> <th>\$</th> <th>cts</th> </tr> </thead> <tbody> <tr> <td>Daily</td> <td>5 day @ \$ 100</td> <td>Per day</td> <td>500 00</td> </tr> <tr> <td>Weekly/Monthly</td> <td>week @ \$ _____</td> <td>Per week/Monthly</td> <td></td> </tr> <tr> <td colspan="4">Others</td> </tr> <tr> <td>CDW/PAI</td> <td>@ \$ _____</td> <td>Per day/Monthly</td> <td></td> </tr> <tr> <td colspan="4">Delivery/Collection Svc</td> </tr> <tr> <td colspan="4">GST</td> </tr> <tr> <td colspan="4">OR No: _____ (A) SUB-TOTAL</td> </tr> <tr> <td>Petrol Level & Surcharge</td> <td>OUT IN</td> <td>E 1/4 1/2 3/4 F</td> <td></td> </tr> <tr> <td colspan="2">First _____ km FREE per day</td> <td>GST 7%</td> <td>35 00</td> </tr> <tr> <td colspan="2">Excess mileage is chargeable at _____ cents per km</td> <td>TOTAL CHARGES</td> <td>535 00</td> </tr> </tbody> </table>				CHARGES		\$	cts	Daily	5 day @ \$ 100	Per day	500 00	Weekly/Monthly	week @ \$ _____	Per week/Monthly		Others				CDW/PAI	@ \$ _____	Per day/Monthly		Delivery/Collection Svc				GST				OR No: _____ (A) SUB-TOTAL				Petrol Level & Surcharge	OUT IN	E 1/4 1/2 3/4 F		First _____ km FREE per day		GST 7%	35 00	Excess mileage is chargeable at _____ cents per km		TOTAL CHARGES	535 00
CHARGES		\$	cts																																												
Daily	5 day @ \$ 100	Per day	500 00																																												
Weekly/Monthly	week @ \$ _____	Per week/Monthly																																													
Others																																															
CDW/PAI	@ \$ _____	Per day/Monthly																																													
Delivery/Collection Svc																																															
GST																																															
OR No: _____ (A) SUB-TOTAL																																															
Petrol Level & Surcharge	OUT IN	E 1/4 1/2 3/4 F																																													
First _____ km FREE per day		GST 7%	35 00																																												
Excess mileage is chargeable at _____ cents per km		TOTAL CHARGES	535 00																																												

 Security Deposit : \$ _____ Bank: **POSB**
 CASH/NETS/VISA/MC/AMEX/CHO No: **5520-3800-1465-6124**
 Expiry Date: **01/20** Card ID No: **318**
 Name as in Card: **LEONG ENG CHAI**

 NON WAIVER EXCESS (Subject to GST): \$ **2,000.-**
ACCESSORIES CHECK

- ☐ Data Cards ☐ Camera Systems ☐ Hub Cap ☐ Radio / CD Cartridge
☐ Jack ☐ Tyre Opener ☐ Petrol Cap ☐ Spare Tyre

Hirer's Signature : _____

Additional Driver's Signature : _____

SINGAPORE Use Only

**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-19-101847
Date of Request: 26/06/2019

Your Ref No: Online Purchase

Cycle & Carriage Automotive Pte Ltd
241 Alexandra Road
Singapore 159931

Dear Sir/Madam,

Enquiry Date 26/06/2019
Enquiry By Coco Lu Ting
TP Vehicle No. GBG4569P
Accident Date 26/06/2019

Enquiry Result

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
GBG4569P	EQ Insurance Company Ltd	18/08/2018-17/08/2019	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.

**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-19-101847
Date of Request: 26/06/2019

Your Ref No: Online Purchase

Cycle & Carriage Automotive Pte Ltd
241 Alexandra Road
Singapore 159931

Dear Sir/Madam,

Enquiry Date 26/06/2019
Enquiry By Coco Lu Ting
TP Vehicle No. GBG4569P
Accident Date 26/06/2019

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 : EQ
DOA : 26/06/2019
CSE : Coco
Date of Survey : 22/07/2019

VEHICLE NO : SGY8558R
MODEL : CIT/ GC4P DYNAMIQUE 1.6 EGS
WIP : 14497

Material	:	\$	<u>2,427.00</u>
Labour	:	\$	<u>2,120.00</u>
Sub-Total	:	\$	<u>4,547.00</u>
	:		<u> </u>
Less Excess	:	\$	<u>-</u>
Total	:	\$	<u>4,547.00</u>
GST 7%	:	\$	<u>318.29</u>
Grand Total	:	\$	<u>4,865.29</u>
Finalise By/Date	:	JoJo dtd	<u>06/08/2019</u>

Email : 06/08/19 14:16pm

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

☐ SURVEYOR'S REPORT REQUIRED

REPAIR TOOK 4 WORKING DAYS + Days () Weekends
+ Days () Public Holiday
+ 1 Survey - 22/07/2019 - Mon
TOTAL DAYS REPAIR TOOK = 5

☒ TP Claim EQ - GBG4569P

☒ Claim GIA / LTA fee \$ 2.00

☐ Claim Loss ☐ Use ☐ Rental

☐ Claim Medical Fee / Others

☐ Third Party Report



Exceptional Journeys

To:

Cycle & Carriage France Pte. Limited
209 Pandan Gardens,
Singapore 609339

Attention: [Motor Claims Department]

Date: 26/06/2019

LETTER OF AUTHORIZATION TO ACT

Dear Sirs,

1. I/We, the undersigned, am the registered owner of vehicle no. SGY8558R (*vehicle no.*) (the "**Vehicle**").
2. As a result of a motor incident occurring on 26/06/2019_ (*date and time of accident*) on/along CAR PARK OF NORTHLINK BUILDING (*location*) between the Vehicle and GBG4569P (*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,

A handwritten signature in blue ink, appearing to read "Leong Eng Chai", written over a horizontal line.

Name: Leong Eng Chai

NRIC / Passport No. / Company Registration No.: 166J