

**Xin Hua Workshop Pte Ltd**  
**Letter of Demand**

Our Ref: SLF8640B

2/4/2020

**AIG Asia Pacific Insurance Pte Ltd**  
AIG Building  
78 Shenton Way, #07-06  
Singapore 079120

Dear Sir/Mdm:

**ACCIDENT INVOLVING SLF8640B AND SML2765X ON 23-JUN-2019 AT/ALONG  
LOYANG AVENUE (OPPOSITE SHELL)**

**We are acting on behalf of the owner/driver to recover his vehicle damages and losses  
sustainer in the above accident from the third party driver/ or insurers.**

<u>Description</u>					<u>Amount</u>
Repair Costs					\$ 14,000.00
Loss of Rental	\$120.00	X	15	days	\$ 1,926.00
Loss Of Use	\$0.00	X	0	days	\$ -
Search Fees (LTA)					\$ 7.45
Surveyor fees					\$ -
Others Claim					\$ 90.00
Amount					\$ 16,023.45

Please look into our client claims and let us hear from you shortly.

Thank you



Kelvin Chew



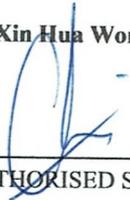
Xin Hua Workshop Pte Ltd  
Tel : 8292 5595  
email : xinhuaworkshop@gmail.com

**Proformal Invoice**

<b>Bill To</b>	<b>Invoice Date</b>	: 02-04-20
<b>AIG Asia Pacific Insurance Pte Ltd</b>	<b>Invoice No</b>	: P20-0001
AIG Building	<b>Vehicle No.</b>	: SLF8640B
78 Shenton Way, #07-06	<b>Accident Date</b>	: 23-06-19
Singapore 079120		

Item No	Description	Quantity	Unit Price	Amount
1	Lump Sum Repair for Third Party Claim	1		\$14,000.00
<u>Remarks</u>			<b>Sub Total</b>	\$14,000.00
			<b>Amount Due</b>	\$14,000.00

for Xin Hua Workshop Pte Ltd

  
 \_\_\_\_\_  
 AUTHORISED SIGNATURE



[> Back to OneMotoring](#)

Land Transport Authority  
 10 Sin Ming Drive  
 Singapore 575701  
 GST Registration No. : M4-0006529-2

Print Date/Time : 24 Jun 2019 / 13:27:20

Receipt Date/Time : 24 Jun 2019 / 13:27:20

**Tax Invoice/Receipt**

Receipt No. : ITNET-00000-190624-001800

Previous Receipt No. :

**S/N Item Description/  
 Business Transaction Reference  
 No.**

<b>Amount Before GST (S\$)</b>	<b>GST Amount (S\$)</b>	<b>Amount After GST (S\$)</b>
--	---------------------------------	---------------------------------------

Result of Insurance Enquiry - SML2765X

As at 23 Jun 2019/12:05:00

Insurance Co: AIG ASIA PACIFIC INSURANCE PTE. LTD.

1 Insurance Enquiry - SML2765X  
 Enquiry Fee  
 20190624132509292786

7.00	0.49	7.49
------	------	------

<b>Sub-Total</b>	7.00	0.49	7.49
------------------	------	------	------

<b>Total Before Rounding</b>	7.00	0.49	7.49
------------------------------	------	------	------

<b>Rounding Difference</b>			0.04
----------------------------	--	--	------

<b>Total Amount Payable</b>			7.45
-----------------------------	--	--	------

Paid By

20190624132545550	Direct Debit: eNETS Debit (Internet Banking)	7.45
-------------------	---	------

<b>Total</b>			7.45
--------------	--	--	------

Cash Change			0.00
-------------	--	--	------

Tendered Amount			7.45
-----------------	--	--	------

Excess Refundable Amount			0.00
--------------------------	--	--	------

THANK YOU AND HAVE A NICE DAY!

Please ensure that all payments to the Authority are good and promptly settled by the payment service provider / financial institution. Otherwise, the transaction and receipt is considered void and late fee may apply.

[Print Receipt](#)[OK](#)[Save as PDF](#)



**Alpine**CarRental

XIN HUA WORKSHOP PTE LTD  
BLK 23 KAKI BUKIT AVE 4  
#04-01  
SINGAPORE 415933  
ATTN: AH HUA

# TAX INVOICE

GST Reg no.: M2-0094320-1  
Co. Reg no.: 199003483E

INVOICE NO: **REN-19IR04003R**

DATE: **24-Jun-19**

DESCRIPTION	AMOUNT
CAR NO.: <b>SKW765A</b>	
<u>RENTAL PERIOD:</u> 24/6/2019 - 8/7/2019	
* RENTAL DAILY \$120.00 * 15 DAYS	\$1,800.00
* GST 7%	\$126.00
E. & O. E.	
<b>TOTAL:</b>	<b>\$1,926.00</b>

ALPINE CAR RENTAL PTE LTD

- ALL CHEQUE PAYMENTS SHOULD BE CROSSED AND MADE PAYABLE TO 'ALPINE CAR RENTAL PTE LTD'.
- PLEASE INDICATE INVOICE NO. ON THE REVERSE SIDE.
- PAYMENT IS DUE ON THE TERMS STATED HEREIN. INTEREST WILL BE CHARGED AT THE RATE OF 12% PER ANNUM UNTIL FULL PAYMENT OF THE OUTSTANDING SUM.

This Invoice is computer generated.  
No signature is required.



AlpineCarRental

# Check Out / Check In List

CAR NO: Skw765A MAKE/MODEL: Cruze AT/MT

### 1. ITEMS FITTED / PLACED INSIDE THE CAR

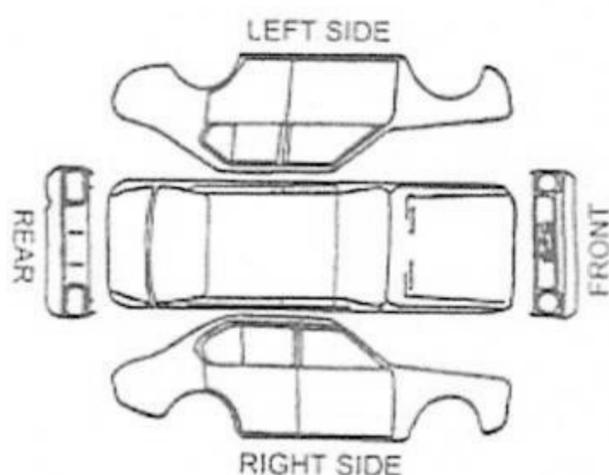
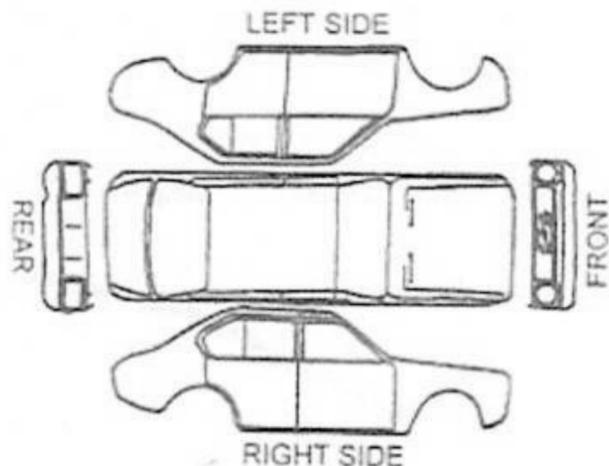
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 2. ITEMS FITTED / PLACED INSIDE THE BOOT

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 3. ITEMS FITTED ON THE EXTERIOR

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



REMARKS: Mileage: 48613 Petrol: (1/8), (1/4), (3/8), (1/2), (5/8), (3/4), (7/8), FULL  
Minor Scratches & Dents

CHECKED OUT BY: kelvin CHECKED IN BY: kelvin  
DATE/TIME: 26/06/19 PM/AM DATE/TIME: 08/07/19 PM/AM

[Signature]  
HIRER'S SIGNATURE

[Signature]  
HIRER'S SIGNATURE



TEL: 97297337

### T ZONE TOWING & RECOVERY SERVICES

8 Kaki Bukit Ave 4 #06-32 Premier@Kaki Bukit

Singapore 415875

Email: t-zonetowing@live.com.sg

Reg No. 53125821A

No. T 54170

### CASH SALE / WORK ORDER

Svc Date 23-6-19

Member's Name ~~7 St Auto~~  
Xin Hua Workshop Pte Ltd

M'ship / NRIC No. \_\_\_\_\_

Member's Contact No. 98360915

Car Regr. No. SLF 8640 B

Car Make / Model \_\_\_\_\_

Remarks (if any) \_\_\_\_\_

Time Received 12.20

Time Arrived 12.40

Time Completed 13.10

From Lo Yong AVE

To 23 Kaki BE

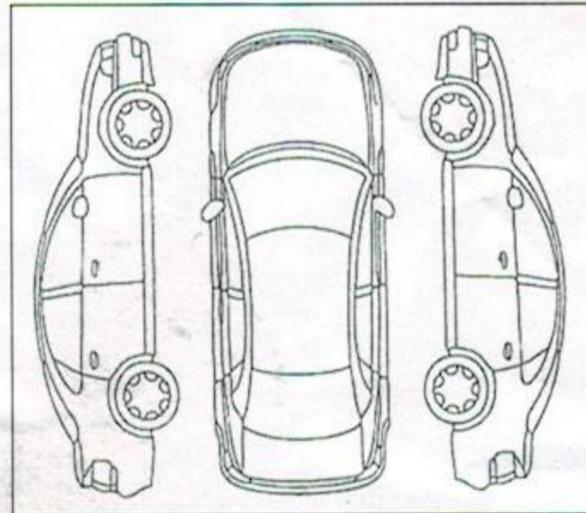
Tow Truck No. YN 4668C

Amount \$ 90

### ADDITIONAL CHARGES

- Dolly Wheels / Flat bed
- Basement / Multi-storey
- Crane up / Bogged
- Causeway / 2nd Link
- Low Bodykit
- Collection of Key
- ERP / Carpark

### BODY & PAINT CONDITION RECORD



\*please remove any valuables or personal belongings in the car

Jun

bizSAFE<sub>3</sub>

Tow Driver's Name & Signature

Member's Signature

Note: Vehicle is towed at owner's risk. The company accepts no responsibility for damages or other misdemeanour to your vehicle whilst being towed.

## Letter of Authorization

Accident Involving my vehicle SLF8640B & SML2765X on 23 June 2019  
at along Loyang Avenue (Opposite Shell)

I/We, Teo Chong Nan, owner of vehicle no. SLF 8640 B  
hereby authorize Xin Hua Workshop Pte Ltd to proceed with the repair for my  
vehicle SLF8640B which was damaged in the above accident.

I further authorize Xin Hua Workshop Pte Ltd to claim against the driver and/or the  
owner of the other vehicle(s) involved in the said accident for the repair cost and the loss of  
use/rental, and etc of my vehicle on my behalf and for the own benefit.

You are further authorized to appoint your solicitor and give instruction in my name for the purpose  
of seeking recovery of the said cost of repairs and the loss of use/rental, and etc.

I further authorize you and/or your representative(s) to sign all and any documents including but not  
limited to Release forms and Discharge Vouchers, so as to effect settlement of the repair costs, loss  
of use/rental and etc, as well as legal fee and all disbursements related thereof.

I hereby undertake to co-operate with you and render you all the assistance (Including the re-  
inspection of my vehicle an being a witness at trial) that may be necessary for you to recover the cost  
of repairs and the loss of use of my vehicle against any party.



Signature/ Company Stamp

Name : TEO CHONG NAN  
NRIC No : S1172212A  
Hp Tel : 98360915  
Address : 143 Loyang Rise, 507458

Date : 

24	June	2019
----	------	------

## LETTER OF AUTHORITY & INDEMNITY

In the matter of an accident involving motor vehicles SML 2765X SLF 8640B A

I/We, TEO CHONG NAN (NRIC) S1172212D  
of 143 Loyang Rise, 507458  
am/are the registered owner of vehicle no. SLF 8640B at the material  
time of accident.

I/We hereby authorize Xin Hua Workshop Pte Ltd to  
proceed with the repairs to the damages caused to my/our vehicle in the above  
accident in accordance with the recommendations and advice of the licensed  
motor adjuster appointed by the insurers or by us on my/our behalf.

I/We further authorize you to appoint solicitors to demand, claim and if necessary,  
to use my/our name to commence legal proceedings for the above purpose.

I/We further agreed to fully co-operate and to undertake without hesitation and  
reservation all assistance that you or my/our solicitors may require from me/us  
for the purpose of making the claim, including attending all meetings and court  
hearings in connection with my/our claim.

I/We hereby declare that I/we will always remain and be liable to you for the cost  
or repairs to my/our said vehicle and other incidental expenses. In the event that  
my/our claims are unsuccessful or partially successful or are dismissed due to  
any wilful misrepresentation or withholding of material facts as well as failure to  
execute the discharge vouchers on request, I/we hereby undertake to reimburse  
you the full repair costs or any portion of the same that cannot be recovered  
including loss of use, surveyor fees, legal fees and disbursements if necessary.

I/We irrevocably authorize Mr Xin Hua Workshop Pte Ltd of the  
repairers to sign all discharge voucher/indemnity forms and all necessary  
documents in connection with and arising out of the above claim.

Dated the 24 day of June 2019

TEO CHONG NAN

Name/Signature



## WARRANT TO ACT

In the matter of an accident involving motor vehicles S LF 8640B  
& S ML 2765X

---

I/We, Teo Chong Nan (NRIC) S 1172212 A  
of 143 Loyang Rise, 507458

hereby appoint and instruct Xin Hua Workshop Pte Ltd  
to act for and on my/our behalf in respect of the above matter, including,

- (a) to claim for my cost of repairs/loss of use/cost of rental and all costs property incurred in respect of these claims;
- (b) to negotiate, settle or litigate the claim and to receive all monies of claim on my/our behalf;
- (c) to pay to yourselves all monies and Party and Party costs you may at any time receive from the third parties in connection with the above matter;
- (d) to release all monies or proceeds of settlement monies received by you (after deducting your legal costs) to my repairers M/s Xin Hua Workshop Pte Ltd in settlement of my outstanding bill/account with them;

Dated the 24 day of June 2019

TEO CHONG NAN 

Name/Signature

AUTHORIZATION TO ACT

(AIG EXPRESS THIRD PARTY CLAIM)

I, TEO CHONG NAN ("The Third Party claimant") of  
143 Loyang Rise, 507458 (address),  
being the owner of SLF 8640B (vehicle no.) hereby authorize  
Xin Hua Workshop Pte Ltd ("the workshop") to act for me  
with respect to my claim for repair cost and /or rental and/or loss of use ("claim") for my vehicle  
bearing registration no. SLF 8640B that was damaged pursuant to the accident  
which occurred on 23/06/2019 1205 along Loyang Avenue (Opposite Shell)  
involving vehicles SLF 8640B, SML 2765 X ("the accident")

I further authorize the workshop to settle my above mentioned claim in a manner they they deem fit  
and the workshop is further authorized to receive payment further to settlement of my claim with  
payment cheque/s being made in favour of the workshop.

I further acknowledge that any settlement the workshop may reach on my behalf is on a without  
prejudice and without admission of liability in so far as the driver/owner/insurers of the other  
vehicle is concerned.

Dated this 24 day of June (month) 2019 (year)

[Signature]

Signed by "the Third Party claimant"

[Signature] 

Signed by "the workshop"  
(with chop)