

Focus Auto Pte Ltd
Business Reg. No. 201004495R
GST Reg. No. 201004495R
Tel: 6886 9097 Fax: 6481 9095
Email: focus.autopteltd@yahoo.com.sg

Date : 17/10/2019

BY E-MAIL / MAIL

Your ref: XD4626M
 Our ref: SKD5489J

WITHOUT PREJUDICE

M/S Lonpac Insurance BHD
 300 Beach Road, #17-04/07, The Concourse
 Singapore 199555

Dear Sir/Madam,

ACCIDENT INVOLVING : (SKD 5849 J & XD 4626 M) ALONG BUROH ST INTO JALAN BUROH

DOA: 05/09/2019 TIME: 1630 HOURS

We refer to the above matter and write on behalf of **TW PREMIUM AUTOMOTIVE PTE LTD**, the registered owner of **SKD5849J** in respect of the above accident.

We are instructed that the above accident was caused by your insured's negligent driving / or management of your insured vehicle. Your insured's vehicle XD4626M collided onto the rear portion of our client vehicle SKD5849J. As a result of the accident, our client has been put to loss and expenses, particulars of which are as follows : -

1. Cost of Repair	(\$4350 + 7% GST)	\$	4,654.50
2. Loss of Rental	(12 days × \$180)	\$	2,160.00
3. Buy 3rd party's GIA report		\$	29.00
4. GIA Search		\$	2.00

Total Amount:	\$	<u>6,845.50</u>
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Enclosed are the following documents for your perusal.

- 1) Driver's driving license / Identity card
- 2) Certificate of Insurance
- 3) GIA report
- 4) GIA Search (XD4626M)
- 5) Original repair claim
- 6) Car Rental Agreement / Receipt

The demand herein is in respect of our client's for damages pertaining to his motor vehicle and any settlement following or subsequent to this demand shall not prejudice any claim in respect of personal injuries.

Kindly acknowledge receipt of the above said documents within 7 days and your favourable reply is deeply appreciated.

Yours faithfully,


 Jenny Koh

Focus Auto Pte Ltd

Business Reg. No: 201004495R

GST Reg. No: 201004495R

No 1 Kaki Bukit Ave 6 Autobay

#02-50 Singapore 417883

Date: 17/10/2019

TW PREMIUM AUTOMOTIVE PTE LTD

C/O NO 1 KAKI BUKIT AVENUE 6

AUTOBAY #02-48/50

SINGAPORE 417883

MOTOR VEHICLE NO : SKD5489J

TOYOTA WISH 1.8A

REPAIR CLAIM

\$ 4,350.00

LUMP SUM

Sub- total : \$ 4,350.00

7% GST : \$ 304.50

Total : \$ 4,654.50

SINGAPORE DOLLARS : FOUR THOUSAND SIX HUNDRED AND FIFTY-FOUR CENTS FIFTY ONLY.

Special case - deposit RCV \$200
Deposit TOP \$300 will be on 15/12/18
Weekly payment need to be on time if not car will be tow



TW Premium Automobile Pte Ltd

LEASE AGREEMENT NO.: TW - SKD5849J
DATE: 14/12/18

PERSON IN CHARGE: BEN KOH

Schedule

This is a Rental Agreement made between us, **TW PREMIUM AUTOMOBILE PTE LTD** (hereinafter referred to as "the Company" which shall include its successors in-title and assignst. identified as the Lessor and having our registered address at 210 Turt Club Road Lot A8 The Grandstand Car Mall Singapore 287995 **AND YOU**, the person(s) identified as the Hirer below include (which shall include your successors-in-title and assignst) -

NAME OF HIRER (IN FULL) : SHEN XIANGTONG ROBIN
NRIC/PASSPORT/RC/RB NO. : S8505192Z
ADDRESS : BLK 504A YISHUN STREET 51 #09-88 S761504
TELEPHONE : 8573 5158 / 97207795 WIFE
EMAIL : Robinshen56@gmail.com

NAME OF RELIEF DRIVER (IN FULL):
NRIC/PASSPORT NO. :
ADDRESS :
TELEPHONE :
EMAIL :

1. DESCRIPTION OF VEHICLE ("THE VEHICLE")

REGISTRATION NO. SKD5849J
MAKE / MODEL : TOYOTA WISH 1.8A
ENGINE NO. : 2ZR0466228
CHASSIS NO. : ZGE200023479

Date and Time for Collection : 14/12/18 (date) 1210 (time)
Date and Time for Return: : (date) (time)
Petrol Out : Empty / 1/4 tank / 1/2 tank / 3/4 tank / Full
(Vehicle must be returned with same level of petrol)

2. PERIOD OF LEASE ("LEASE PERIOD")

Daily Weekly Monthly Yearly - Basis

From 15/12/18 ("Commencement Date") to 14/12/19 ("End Date")

* delete where not applicable

3. LEASE CHARGES

Amount SS 420 per Week exclusive of Goods and Services Tax ("GST") (collectively, "Lease Charges") payable in advance on the _____ day of each day/week/month/year ("Payment Date").



210 TURF CLUB ROAD, THE GRAND STAND CAR MALL LOT A8, SINGAPORE 287995
 CO REG : 201370436C TEL : 64650030 FAX : 64650017
 EMAIL : LEASING@TECKWELCOMSG

VEHICLE RENTAL AGREEMENT

Hirer's Particular		Veh No: <u>SKD5849T</u>	Replace Veh No: <u>SKK 3445</u>
Name: (as in I/C) <u>SHEN XIANG LONG ROBIN</u>		Mileage Out:	Mileage Out:
NIRC / PASSPORT No: <u>S8505192Z</u>		Make & Model: <u>TOYOTA</u>	Make & Model: <u>TOYOTA</u>
Address (Res): <u>24K SOTA YIHUN ETSI</u>		Auto/Manual: <u>WISH 1.8A</u>	Auto/Manual: <u>WISH 1.8A</u>
<u>#09-88 S(761504)</u>		OUT Date:	OUT Date: <u>06/09/19</u>
Name & Address of Employer:		OUT Time:	OUT Time: <u>11:30am</u>
Occupation: _____ Driving Exp: <u>6yrs 7mth</u>		RENTAL CHARGES	
D/L No: _____ D/L Type: Local/International		Daily	<u>180</u> <u>00</u>
Pass Date: _____ Date of Birth: <u>26/02/1985</u>		Weekly	
Tel: (O) _____ (R) _____ (HP) <u>85735158</u>		Monthly	
ADDITIONAL DRIVER'S PARTICULARS		Hours	
Name: (as in I/C) _____		Others	
NIRC / PASSPORT No: _____		CDW	
Pass Date: _____ Date of birth: _____		PAI	
Address (Res): _____		Delivery Service	
Tel/HP: _____		Sub - Total \$	<u>2160</u> <u>00</u>
		Refundable Deposit:	

COLLECTION OF VEHICLE		RETURN OF VEHICLE	
CHECKED OUT BY:	MILEAGE OUT IN KM:	IN DATE:	TIME AM/PM:
	FUEL LEVEL:		MILEAGE IN KM:
	%	CHECKED IN BY:	%
 Hirer's Signature		 Additional Driver's Signature	

I/We agreed to the terms and conditions above, overleaf and that all information given are true & correct in all respect. My/Our driving Licence(s) is/are current and not disqualified from driving.

***IMPORTANT**

1. ONLY PERSONS ABOVE 25 YEARS OF AGE WITH MORE THAN 2 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.

2. VEHICLE IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY.

TW PREMIUM AUTOMOBILE PTE LTD

3. IN THE EVENT OF AN ACCIDENT, THE HIRER OR AUTHORIZED DRIVER:

- shall report all accidents involving the said vehicle to the Owner immediately;
- shall take immediate steps to complete and sign Form MAR 3 (Motor Accident Report Form) and do all other acts required in compliance with the "NON-INJURY MOTOR ACCIDENT REPORT SCHEME" (the form will be made available when the accident is report to the Owner);
- shall report to the police within 24 hours from the occurrence, following types of accident :-
 - injury case;
 - non-injury case involving a Government vehicle, or damage to Government property;
 - non-injury case involving a foreign vehicle (to obtain their motor insurance policy, Passport no./Name of driver, Vehicle number, Log card and Vehicle road tax information);
 - non-injury case involving a pedestrian or cyclist

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 TW PREMIUM PTE LTD AND THE SAME SHALL BE ACCEPTED AS CONCLUSIVE EVIDENCE OF THE SAME SHALL NOT BE CHALLENGED OR QUESTIONED ON ANY ACCOUNT WHATSOEVER.

DATE IN	TIME IN	MILEAGE	CHECKED BY	REMARK	DEPOSIT REFUND	SIGNATURE OF HIRER/DRIVER
<u>18/09/19</u>	<u>11:35pm</u>		<u>Joe</u>		<u>NIL</u>	



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

TAX INVOICE

Our Ref No: GR-19-147247

Date of Request: 09/09/2019

Your Ref No: SKD5849J 3RD PARTY REPORT

Focus Auto Pte Ltd
1 Kaki Bukit Ave 6
#02-48/50 Autobay
Singapore 417883

Dear Sir/Madam,

Your Search Criteria:

Date of Accident: 05/09/2019

Place of Accident: BUROH ST INTO JLN BUROH

Client Vehicle No: SKD5849J

DESCRIPTION	AMOUNT (S\$)
E-File Search Fee (Public)	14.02
GST Amount	0.98
Total Amount Due (GST Inclusive)	15.00

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☒ [X] GIRO ☐ [] Cash ☐ [] Cheque

TAX INVOICE

Our Ref No: GR-19-149078
Date of Request: 11/09/2019

Your Ref No: SKD5849J 3RD PARTY REPORT

Focus Auto Pte Ltd
1 Kaki Bukit Ave 6
#02-48/50 Autobay
Singapore 417883

Dear Sir/Madam,

Date of Accident: 05/09/2019
Vehicle No: SKD5849J
Place of Accident: BUROH ST INTO JALAN BUROH.
Involving Vehicle No: XD4626M

With reference to your application for the accident report, we have attached the following accident reports as requested:

DOCUMENTS	ACCIDENT LOCATION	PER DOC (S\$)	QTY	AMOUNT (S\$)
XD4626M	BUROH ST INTO JALAN BUROH.	14.00	1	13.08
GST Amount				0.92
Total Amount Due (GST Inclusive)				14.00

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.

Thank You.

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For GIARMC Official use:

Date:

☒ GIRO ☐ Cash ☐ Cheque



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

TAX INVOICE

Our Ref No: GR-19-146989
Date of Request: 07/09/2019

Your Ref No: Online Purchase

Focus Auto Pte Ltd
1 Kaki Bukit Ave 6
#02-48/50 Autobay
Singapore 417883

Dear Sir/Madam,

Enquiry Date 07/09/2019
Enquiry By Lau Lee Chung
TP Vehicle No. XD4626M
Accident Date 05/09/2019

DESCRIPTION	AMOUNT (S\$)
TP Insurer Enquiry	1.87
GST Amount	0.13
Total Amount Due (GST Inclusive)	2.00

Thank You.

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For GIARMC Official use:

Date:

☒ GIRO ☐ Cash ☐ Cheque