



Teamwork Garage Pte Ltd
53 Ubi Avenue 1 #01-23/24 Singapore 408934
Paya Ubi Industrial Park
Tel: 6844 2475 Fax: 6844 2474
Email: claims@teamworkgarage.com
GST Register No: 201015366H

12th November 2019

Our reference: 1909-31 // Your reference: SHA7484R

India International Insurance Pte Ltd

BY HAND

64 Cecil Street
#05-00 IOB Building
Singapore 409711

Attn: Motor Claims Department

Dear Sir/ Madam,

Claimant : KSEVEN TRANSPORT
Address : 70C TELOK BLANGAH HEIGHTS #17-541 TELOK BLANGAH RIDGEVIEW
SINGAPORE(103070)

We are instructed by the above named to claim damages against your insured/your insured's driver in connection with a road accident on 16/09/2019 along NOVOTEL HOTEL LOBBY involving our client's vehicle registration number SGV2142L and vehicle registrations number SHA7484R driven by you/your insured's driver at the material time.

The accident was caused by your insured negligent driving and/or management of the vehicle. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expense, particulars of which are as follows:-

Cost of Repair	:	\$ 2,140.00
Loss of Rental	:	\$ 1,440.00
LTA search fee	:	\$ 7.49
Purchase 3P GIA Report	:	\$ 29.00
Total	:	\$ 3,616.49

A copy of each of the following supporting documents are enclosed:-

- a) Our Client's Accident Report/Police Report;
- b) COE/PARF Certificates;
- c) Owner / Driver's IC & Driving License;
- d) LTA Search Fee;
- e) Purchase 3P GIA Report;
- f) Certificate of Insurance;
- g) Letter Of Authorisation;
- h) Profoma Invoice;
- i) Satisfaction Of Repaired Vehicle;
- j) Rental Agreement & Official Receipt;

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

Please send to us an acknowledgement of receipt of this letter with 14 days of your receipt of this letter, failing which our client will have no alternative but to commence proceedings against you without further notice to you or your insurer. Our client's claim is quantified based on the supporting documents in our file. Until a settlement is reached, all negotiations are conducted on the basis that the damages quantified herein are subject to revision if so instructed by our client.

Yours faithfully,



Teamwork Garage Pte Ltd

Encl.