

**Focus Auto Pte Ltd**  
**Business Reg. No. 201004495R**  
**GST Reg. No. 201004495R**  
**Tel: 6886 9097 Fax: 6481 9095**  
**Email : claims@focusauto.com.sg**

Date : 19/12/2019

BY E-MAIL / MAIL

Your ref: SHA3691K

Our ref: SMK3178P

**WITHOUT PREJUDICE**

**M/S India International Insurance Pte Ltd**

64 Cecil Street, #04/60-00, IOB Building  
Singapore 049711

Dear Sir/Madam,

**ACCIDENT INVOLVING : ( SMK3178P & SHA3691K ) ALONG ROUNDABOUT AT JUNCTION OF TELOK KURAU ROAD OF LORONG G**  
**DOA: 22/11/2019 TIME: 0910 HOURS**

We refer to the above matter and write on behalf of INDIA INTERNATIONAL INSURANCE PTE LTD, the registered owner of SMK3178P 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 SHA3691K collided onto the side portion of our client vehicle SMK3178P. 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	(\$3300 + 7% GST)	\$	3,531.00
2. Loss of Rental	(3 days × \$100)	\$	300.00
3. Buy 3rd party's GIA report		\$	29.00

**Total Amount: \$ 3,860.00**

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 ( SHA3691K )
- 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

## LETTER OF AUTHORIZATION

DATE : 22/11/2019  
To : INDIA INTERNATIONAL INSURANCE PTE LTD  
RE: ACCIDENT INVOLVING VEHICLE NO. SMK 3178 P & SHH 3691 K  
ALONG WITH JUNCTION OF TELOK KURMAH ROAD  
ALONG OF LORONG 6 ON 22/11/2019  
I / WE HIPPO LEASING PTE LTD of (NRIC / ROC NO.) 2019090756  
OF 210 TURE CUIA ROAD #107-118 THE GRANDSTAIRS SINGAPORE 227945

Owner of vehicle no. SMK 3178 P in consideration of M/S FOCUS AUTO PTE LTD repairing my / our vehicle SMK 3178 P at my / our instruction and hereby authorize FOCUS AUTO PTE LTD to demand claim settle receive whatever amount settled / payable by the Insurance Company and / or third party or to commence legal proceeding. If necessary, under my name, for the cost of repairs, car rental and / or loss of use, etc and to their appointing Solicitor to act for me / us in respect of the said accident / claim and all claimed and / or settled shall belong to them absolutely.

I further agree and undertake to indemnify them against the above mentioned claim cost which may arisen therewith.

Signature of Owner : \_\_\_\_\_  
(Company's chop - if any)



Name of Owner : HIPPO LEASING PTE LTD  
NRIC No : 2019090756

## EXPRESS SETTLEMENT

### DISCHARGE VOUCHER III-Direct Settlement (PODS)

India Ref: MCT19110526  
Claimant Ref: SMK3178P

We/I, Focus Auto Pte Ltd ("the workshop") hereby confirm that we/I have reached an agreement with the appointed Surveyor of India International Insurance Pte Ltd LKK Auto Consultants Pte Ltd (name of Surveyor) with respect to the amount claimed for S\$ 3,860.00 (Global Sum) ~~(3,860.00)~~ ~~(3,860.00)~~ vehicle no. SMK3178P that was damaged pursuant to the accident which occurred on 22/11/2019 (date) at Roundabout at Junc of Telok Kurau Rd of LRG G (location) involving vehicle no. SHA3691K (insured vehicle). This is pursuant to the inspection conducted on 27/11/2019 (date) at "the workshop".

We/I confirm that we/I are/am authorized by the owner HIPPO LEASING PTE LTD ("the third party claimant") of vehicle no. SMK3178P to make the claim as set out in the above paragraph and we/I have full authority to settle the matter on his/her behalf in a manner that we/I deem fit. We/I enclose herein the letter of authority given by "the third party claimant".

We/I further confirm that we/I will indemnify India International Insurance Pte Ltd for all damages, loss and/or expense that they will or have already incurred in the event that "the third party claimant" after the above said agreement lodges a further claim against the former for any loss and expenses suffered pertaining to cost of repairs and/or rental and/or loss of use pursuant to the damage to SMK3178P (vehicle no.) as a result of the accident.

We/I confirm that the agreement reached above is in full and final settlement of all claims of "the third party claimant" pursuant to the accident and that further this settlement is reached on a without prejudice and without admission of liability basis.

This agreement is subject to the application of Singapore law and the Singapore Courts have exclusive jurisdiction over any dispute arising out of the same.

We/I authorize you to pay the total amount of S\$ 3,860.00 to Focus Auto Pte Ltd

Dated this 26 day of FEBRUARY 2020

CLAIMANT:

Signature:

  
Signed by "the workshop" (with chop)

Name:

NRIC:

Address:

Nationality:

Occupation:

**Focus Auto Pte Ltd**  
No. 1 Kaki Bukit Ave 6 Auto Bay  
#02-50 Singapore 417883  
Tel: 66349695

WITNESS:

Signature:

  
Signed by appointed Surveyor

Name:

NRIC:

Address:

Nationality:

Occupation:

**LKK Auto Consultants Pte Ltd**

199607198R

51 Ubi Avenue 1

#01-25 Paya Ubi Ind. Park S(408933)

## **Focus Auto Pte Ltd**

Business Reg. No: 201004495R

GST Reg. No: 201004495R

No 1 Kaki Bukit Ave 6 Autobay

#02-50 Singapore 417883

Date: 19/12/2019

### **INDIA INTERNATIONAL INSURANCE PTE LTD**

C/O NO 1 KAKI BUKIT AVENUE 6

AUTOBAY #02-48/50

SINGAPORE 417883

MOTOR VEHICLE NO : SMK3178P

BYD E6H

REPAIR CLAIM

\$ 3,300.00

**LUMP SUM**

**Sub- total : \$ 3,300.00**

**7% GST : \$ 231.00**

**Total : \$ 3,531.00**

SINGAPORE DOLLARS : THREE THOUSAND FIVE HUNDRED AND THIRTY-ONE ONLY.



210 TURF CLUB ROAD, THE GRAND STAND CAR MALL LOT A8, SINGAPORE 287995  
CO REG : 201320430G TEL : 64650030 FAX : 64650017  
EMAIL : LEASING@TECKWEI.COM.SG

LEASE AGREEMENT NO.: SMK3178P

PERSON IN CHARGE:

DATE: 27 MAY 2019

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 assigns), identified as the Lessor and having our registered address at 210 Turf 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 assigns):-

NAME OF HIRER(S) (IN FULL) : TAY HONG YONG  
NRIC/PASSPORT/RC/RB NO. : S1284024A  
ADDRESS : BLK 806 YISHUN RING ROAD #12-4265 S760806  
TELEPHONE : 90260226  
EMAIL : THY33582@HOTMAIL.COM

NAME OF HIRER(S) (IN FULL) :  
NRIC/PASSPORT/RC/RB NO. :  
ADDRESS :  
TELEPHONE :  
EMAIL :

1. DESCRIPTION OF VEHICLE ("THE VEHICLE")

REGISTRATION NO. : SMK3178P  
MAKE / MODEL : BYD E6H  
ENGINE NO. : 118010168  
CHASSIS NO. : LC0CE4DB4K1000314

Date, Time and Mileage for Collection: 27/5/19 (date) 1022 (time) \_\_\_\_\_ (mileage)

Date, Time and Mileage for Return: \_\_\_\_\_ (date) \_\_\_\_\_ (time) \_\_\_\_\_ (mileage)

Petrol Out : Empty / ¼ tank / ½ tank / ¾ tank / Full\*  
(Vehicle must be returned with same level of petrol)

2. PERIOD OF LEASE ("LEASE PERIOD")

Daily/Weekly/Monthly/Yearly\* Basis

From 27/5/19 ("Commencement Date") to 26/5/21 ("End Date")

\* delete where not applicable

3. LEASE CHARGES

Amount S\$ 560 per day/week/month/year\* exclusive of Goods and Services Tax ("GST")  
(collectively, "Lease Charges") payable in advance on the \_\_\_\_\_ day of each day/week/month/year\*

("Payment Date").

In the event the Payment Date falls on a non-Business Day, the Hirer shall effect payment of the Lease Charges on the Business Day falling immediately prior to the Payment Date. GST is chargeable separately and the Hirer shall pay the prevailing GST together with the Lease Charges. Time of payment shall be of the essence.

\* delete where not applicable

4. **DEPOSIT**

Amount: S\$ 1000 (exclusive of GST)

5. **INSURANCE, ROAD TAX AND MAINTENANCE**

The Company will be responsible for the road tax, maintenance and servicing of the Vehicle. You agree to pay the sum of S\$ \_\_\_\_\_ on Commencement Date for the Company to arrange the following insurance coverage for the Vehicle. The full details of the insurance policy will be provided to you and you undertake to strictly comply with the terms and conditions of the insurance policy.

Excess Amount : S\$ 3500 (per accident per claim) in Singapore  
Insurance Coverage : Third Party Injury and Death Only /  
Third Party Injury, Death and Damage Only /  
Comprehensive Insurance Policy /  
Others \_\_\_\_\_ (specify)\*

Coverage Amount : S\$ \_\_\_\_\_ (specify)

\* delete where not applicable

6. **PURPOSE OF USE**

Personal social domestic use / others\*

If others, please specify : GRAB / GO JEK / OTHER PLATFORM

\* delete where not applicable

7. **EARLY TERMINATION**

You shall be liable to the Company for early termination as provided under the Terms and Conditions annexed hereto.

8. **PAYMENT**

For cheque payments, please issue the cheque to the Company and indicate the vehicle number on the back of the cheque. The cheques must be delivered to the Company's registered address as stated above and any payment sent to the Company by post will be at your own risk.

The Agreement herein comprises the Schedule above and the Terms and Conditions annexed hereto. The Hirer confirms that he has read, understood and agreed to the terms of this Agreement.

IN WITNESS whereof the Parties hereto have set their hands the day and the year first above written.

Signed by the Hirer



\_\_\_\_\_  
Name:  
Designation:  
Company Stamp:

Signed for and on behalf of  
**TW PREMIUM AUTOMOBILE PTE LTD**

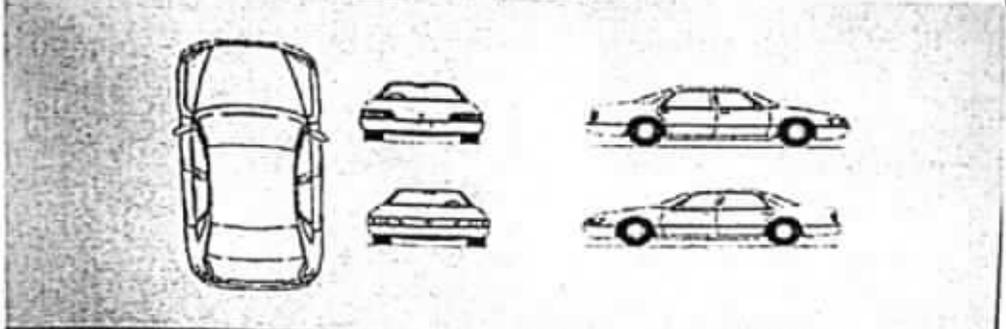


\_\_\_\_\_  
Name:  
Designation:  
Company Stamp:



VEHICLE RENTAL AGREEMENT

<b>Hirer's Particular</b>		Veh No: <u>SMK3178P</u>	Replace Veh No: <u>SMK3192Y</u>																														
Name: (as in VCI) <u>JAY HONG YONG</u>		Mileage Out: _____	Mileage Out: _____																														
NIRC / PASSPORT No: <u>S1284024A</u>		Make & Model: <u>BYD E6H</u>	Make & Model: <u>BYD E6H</u>																														
Address (Res): <u>Blk 806 Yishun Ring Road #12-4265 S(766806)</u>		Auto/Manual: _____	Auto/Manual: _____																														
Name & Address of Employer: _____		UDI : Date <u>27/11/2019</u>	OUT : Time <u>11:30 AM</u>																														
Occupation: _____	Driving Exp: <u>10y 10m</u>	<table border="1"> <tr> <th colspan="2">RENTAL CHARGES</th> <th></th> </tr> <tr> <td>Daily</td> <td></td> <td>\$120.00</td> </tr> <tr> <td>Weekly</td> <td></td> <td></td> </tr> <tr> <td>Monthly</td> <td></td> <td></td> </tr> <tr> <td>Hours</td> <td></td> <td></td> </tr> <tr> <td>Others</td> <td></td> <td></td> </tr> <tr> <td>CDW</td> <td></td> <td></td> </tr> <tr> <td>PAI</td> <td></td> <td></td> </tr> <tr> <td>Delivery Service</td> <td></td> <td></td> </tr> <tr> <td colspan="2">Sub-Total \$</td> <td>360.00</td> </tr> </table>		RENTAL CHARGES			Daily		\$120.00	Weekly			Monthly			Hours			Others			CDW			PAI			Delivery Service			Sub-Total \$		360.00
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Delivery Service																																	
Sub-Total \$		360.00																															
Pass Date: _____	Date of Birth: <u>03/15/1958</u>																																
Tel: (O) _____ (H) _____	(HP) <u>98260226</u>																																
<b>ADDITIONAL DRIVER'S PARTICULARS</b>																																	
Name: (as in VCI) _____																																	
NIRC / PASSPORT No: _____																																	
Pass Date: _____																																	
Date of Birth: _____																																	
Address (Res): _____																																	
Tel/HP: _____																																	
Refundable Deposit: _____																																	



COLLECTION OF VEHICLE			RETURN OF VEHICLE		
CHECKED OUT BY	MILEAGE OUT (KMH)	FUEL LEVEL	IN DATE	FUEL LEVEL	MILEAGE IN (KMH)
		%		%	
			CHECKED IN BY		

Hirer's Signature:

Addition 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 license(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 DRIVER 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:

(i) shall report all accidents involving the said vehicle to the Owner immediately;

(ii) shall take immediate steps to complete and sign Form MAR 1 (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);

(iii) shall report to the police within 24 hours from the occurrence, following types of accident -

(1) Injury case;

(2) non-injury case involving a Government vehicle, or damage to Government property;

(3) 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);

(4) 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" (DURING 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	AMILEAGE	CHECKED BY	REMARK	DEPOSIT REFUND	SIGNATURE OF HIRER/DRIVER
29/11/19	5:45pm		Joe		NIL	



**GENERAL  
INSURANCE  
ASSOCIATION**

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-19-192835  
Date of Request: 22/11/2019

Your Ref No: Online Purchase

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

Dear Sir/Madam,

**Your Search Criteria:**

Date of Accident: 22/11/2019  
Place of Accident: TELOK KURAU LORONG G  
Client Vehicle No: SMK3178P

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:

GIRO  Cash  Cheque



**GENERAL  
INSURANCE  
ASSOCIATION**

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-19-192847  
Date of Request: 22/11/2019

Your Ref No: Online Purchase

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

Dear Sir/Madam,

Date of Accident: 22/11/2019  
Vehicle No: SMK3178P  
Place of Accident: ROUNABOUT AT JUNC OF TELOK KURAU RD OF LRG G  
Involving Vehicle No: SHA3691K

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\$)
SHA3691K	ROUNABOUT AT JUNC OF TELOK KURAU RD OF LRG G	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.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Site:

GIRO  Cash  Cheque