

ASS. REC. BY:

REF:

08/INC19020830/R19d3

Special Instruction:

Surveyor: RASUL

## ASSIGNMENT (Office)

From (Person): Hazulga Bt Ibrahim

of

INC

Date/Time: 933am @ 28/11/19

Estimated Cost:

Bill to:

OD / TP / WS / TP RES / OD RES / EVA / INV / MV / CS

To Inspect Vehicle No:

SJU 122C

Insured:

SLP 8141Y

at Workshop m/s

Premium

Tel:

66900293

of

281 Alexandra Road

Policy No:

Claim No:

MT/10719 68-002

Sum Insured:

Excess:

Make of Veh:

D.O.A

16/11/2019

(Client's Record)

CA / REV / REP. / REV 24 HRS

H.O.D. Endorsement:

Date/Time: 9:47am @ 28/11/19

Person Contacted:

George

Vehicle IN/OUT

Date/Time

Action/Instruction

Telimpte ✓

SJU 122C - X

SLP 8141Y - NS/INC19018341 / Ftd 302

DoA: 15/10/2019

14/04/20@9.50am RASUL FINALISED WITH MR CHANG FINAL FIG \$2575.60, 6 DAYS.

(Red \$6316.40, 71%)

ASS. REC. BY:

REF: INC

9171

## ASSIGNMENT

From:

Date: 19.12.2019

Estimated Cost:

OD / TP / WS / TP RES / OD RES / EVA / INV / MV

To Inspect Vehicle No: SJU 122C

at Workshop m/s Premium

of 281 Alexandra Road

Insured:

Policy No.

Claims No.

Sum Insured: Excess:

(Client's Record)

Make of Veh: 2pm owner waty

(Policy Condition)

Remark: The veh had commenced its repair at the time of inspection.

Bal. or Market Value:

IDAC Accident Rpt: Consistent? : Yes or No

GIA / PR Seen: Consistent? : Yes or No

Est. Repairs: 6 days Res.: Yes or No

Lum Sum: % 3 Val.: Yes or No

CA / REV / REP. / 24 HRS

Vehicle: IN / OUT

Date: Person Contacted:

Veh No:

SJU 122C

Yr Regn: 2017 MAC

Type: M.Car / M.Cycle / Bus / Van / Lorry / Taxi / Prime Mover /

Truck / Trailer or

Make:

Audi A3 SB 1.0 TFSI 150kW c.c. 999

Colour:

Grey

A/C: Insured / Std / NI / NA

Sp. Reading

34140

T/Radio: Insured / Std / NI / NA

Eng/No:

C/No:

WAUZZZ8V2HA 103411

Gen. Cond: Good / Fair / Poor / Burnt

Steering: Inorder / Jammed / Leaked / Burnt or

Brake: Inorder / Jammed / Leaked / Burnt or

Modi: Nil / S/Rim / STD A/Rim or

Tyre Size:

F:

205/55R16

R:

BS / DUN / EXNOVA / GY / FS / LIZA / MIC / OHTSU / PIR / SUMI /

TOYO / YOKO or

Front

Rear

R/Bal.

6

mm

R/Bal.

6

mm

L/Bal.

6

mm

L/Bal.

6

mm

D.O.A.

16/11/19

D.O.I.

19/12/19

Survey held at

Premium

Des. of Damages: Frt / Rear / O/S / N/S / U/C / Rooftop or \*

N/S for

## Nivitha (LKK Auto)

---

**From:** Hazalya Binte Ibrahim <hazalya.ibrahim@income.com.sg>  
**Sent:** Monday, 25 November 2019 10:53 AM  
**To:** Admin-D (LKKAuto); assignments  
**Cc:** Hazalya Binte Ibrahim  
**Subject:** RE: TP CASES FARMED OUT TO LKK ON 25/11/2019

Dear LKK,

Re-send with details.

Thank you.

Warmest Regards

**Hazalya Bte Ibrahim**  
Admin Assistant  
Operations, Motor & Personal Lines (PL)  
[www.income.com.sg](http://www.income.com.sg)



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**in** with you

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**From:** Hazalya Binte Ibrahim  
**Sent:** Monday, 25 November 2019 9:33 AM  
**To:** Admin-D (LKKAuto) <admin-d@lkkauto.com>; assignments <assignments@lkkauto.com>  
**Cc:** Susan Ting <susan.ting@income.com.sg>; Hazalya Binte Ibrahim <hazalya.ibrahim@income.com.sg>  
**Subject:** TP CASES FARMED OUT TO LKK ON 25/11/2019

Dear LKK,

Please assist to survey the following vehicles as per Mr Teng's instruction :-

| SN | OIC            | Claim No.      | Vehicle  | WorkShop Name                       | WorkShop Address                                | WorkShop Contact                            | Survey Time | OI VEH   | DOA      | Additional Remarks                                                                                   |
|----|----------------|----------------|----------|-------------------------------------|-------------------------------------------------|---------------------------------------------|-------------|----------|----------|------------------------------------------------------------------------------------------------------|
| 1  | Cyndie Yong    | MT/1072662-002 | SHA9715L | DING AUTOMOTIVE PTE LTD             | 31 CORPORATION ROAD SINGAPORE 649825            | VADIVELAN MOHAN / 62657130 / 96891857       |             | SFS5072M | 22/11/19 |                                                                                                      |
| 2  | Azhari         | MT/1071788-002 | SLS2782X | PREMIUM AUTOCARE CENTRE             | 281 ALEXANDRA ROAD SINGAPORE 159938             | George Wong / 6690 0293                     | 10:00-12:00 | SFZ2800L | 17/11/19 |                                                                                                      |
| 3  | Jeff Lin       | MT/1071968-002 | SJU122C  | PREMIUM AUTOCARE CENTRE             | 281 ALEXANDRA ROAD SINGAPORE 159938             | George Wong / 6690 0293                     | 10:00-12:00 | SLP8141Y | 16/11/19 |                                                                                                      |
| 4  | Jeff Lin       | MT/1072687-001 | G887630B | SIN SHENG ENGINEERING SERVICES      | NO 8 TUAS AVENUE 18, (LEVEL 5) SINGAPORE 638892 | Pei Jin / 6863 9595                         |             | GZ1445Z  | 19/06/17 |                                                                                                      |
| 5  | Charlotte Chew | MT/1072051-002 | PA6434Y  | WOODLANDS TRANSPORT SERVICE PTE LTD | 8 GUL CIRCLE SINGAPORE 629564                   | Kenji Lee / Mr Chan / 9299 4122 / 6559 8984 | 16:15-17:00 | FBL7412L | 18/11/19 | 6559 8988 / 6559 8954 (workshop insisted to survey after 4pm due to client only available after 4pm) |

Please contact workshops.

Please revert to officer-in-charge after survey.

Thank you.

Warmest Regards

**Hazalya Bte Ibrahim**  
Admin Assistant  
Motor Department  
T +65 6430 7902  
[www.income.com.sg](http://www.income.com.sg)



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PLEASE CONSIDER OUR ENVIRONMENT BEFORE YOU PRINT THIS EMAIL...

#### Disclaimer

This e-mail contains privileged or confidential information which is intended only for the use of the recipient(s) named above. If you have received this message in error, please notify the sender immediately and delete all copies of it. Thank you.

## Summer Lee (LKK Auto)

---

**From:** MTSurvey <MTSurvey@income.com.sg>  
**Sent:** Monday, 16 December, 2019 12:49 PM  
**To:** Claims Autocare; Admin-D (LKKAuto); 'assignments@lkkauto.com'  
**Subject:** RE: ACCIDENT INVOLVING SJU 122 C AND YOUR INSURED SLP 8141 Y DATED ON 16/11/2019 (Our ref: MT/1071968)

Hi LKK,

For your info and follow-up.

Thank You

Warmest Regards

Annie Koh  
Senior Admin,  
Operations, Motor & Personal Lines (PL)  
T +65 64307899  
[www.income.com.sg](http://www.income.com.sg)



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**From:** Claims Autocare [mailto:claims@premiumautocare.com.sg]  
**Sent:** Monday, 16 December 2019 12:07 PM  
**To:** Jeff Lin <Jeff.Lin@income.com.sg>; MTSurvey <MTSurvey@income.com.sg>  
**Cc:** claims@premiumautocare.com.sg  
**Subject:** ACCIDENT INVOLVING SJU 122 C AND YOUR INSURED SLP 8141 Y DATED ON 16/11/2019 (Our ref: MT/1071968)

Aside to MT survey,

Kindly arrange for survey on this coming Thursday @ 2pm, owner waiting.

Address : 281 Alexandra Road, Singapore 159938

Thank you.

Best Regards,  
**George Wong**  
Claims Advisor

**Premium Autocare Centre**  
281 Alexandra Road, Singapore 159938  
p. +65 6690 0293 f. +65 6471 3733  
e. [claims@premiumautocare.com.sg](mailto:claims@premiumautocare.com.sg) w. [www.premiumautocare.com.sg](http://www.premiumautocare.com.sg)

## SINGAPORE ACCIDENT STATEMENT

### IMPORTANT NOTICE

1. Please report correctly the details of the accident to speed up the claims process.
2. This Form must be completed by the Policyholder and/or the Authorised Driver.
3. Information provided must be as truthful and accurate as possible. Any wilful misrepresentation or withholding of material facts may allow insurance companies to repudiate policy liability.
4. The issue and acceptance of this Form by insurance companies is not an admission of policy liability on the part of the insurance companies.
5. **Any false reporting may be referred to the Police for investigation.**
6. This report will be forwarded by the insurers of the GIA Records Management Centre established by the General Insurance Association of Singapore (GIA) for archiving and that copies of this report will, for a fee, be made available upon application by interested parties.
7. By the lodgement of this report to the insurers, you hereby consent to the archiving of this report at the centre and to copies of the report being made available aforesaid.

### ACCIDENT STATEMENT

|                            |                                |
|----------------------------|--------------------------------|
| Date Of Report             | 16/11/2019 17:59               |
| Date Of Accident           | 16/11/2019 16:15               |
| Exact Location Of Accident | OSCP AT 62B LORONG 4 TOA PAYOH |
| Country/State of Loss      | SINGAPORE                      |

### DETAILS OF OWN VEHICLE

|                                                                              |                                        |
|------------------------------------------------------------------------------|----------------------------------------|
| Vehicle Registration Number                                                  | SJU122C                                |
| <b>Insured/Policyholder</b>                                                  |                                        |
| Name Of Registered Owner                                                     | PHUA YONGSHENG                         |
| NRIC No                                                                      | S8436917I                              |
| Email Address                                                                | JACKY_CHEF2004@YAHOO.COM.SG            |
| Mobile Phone No                                                              | (LOCAL) +65-88151489                   |
| Alternative Phone No                                                         | OFFICE-NOPHONE                         |
| <b>Vehicle Particulars</b>                                                   |                                        |
| Manufacturer                                                                 | AUDI                                   |
| Model                                                                        | A3-999CC TFSI (A)                      |
| Exact Purpose for which vehicle was being used at time of accident           | PERSONAL                               |
| Are you claiming under your own insurance policy for repair to your vehicle? | NO                                     |
| If No, Please state action to be taken                                       | THIRD PARTY                            |
| Vehicle Category                                                             | PRIVATE CAR                            |
| <b>Insurance Company</b>                                                     |                                        |
| Name of Insurance Company                                                    | NTUC INCOME INSURANCE CO-OPERATIVE LTD |
| Type Of Coverage                                                             | COMPREHENSIVE                          |
| Fleet Policy                                                                 | NO                                     |
| Policy Number                                                                | 5109099466                             |
| Cover Note Number                                                            |                                        |
| <b>Driver</b>                                                                |                                        |
| Name of Driver                                                               | PHUA YONGSHENG                         |
| NRIC No                                                                      | S8436917I                              |
| Date Of Birth                                                                | 06/12/1984                             |
| Occupation                                                                   | INDOOR                                 |
| Date Of Driving Pass                                                         | 27/12/2016                             |
| Driving Experience                                                           | 2 YEARS AND 10 MONTHS                  |
| Gender                                                                       | MALE                                   |
| Mobile Number                                                                | (LOCAL) +65-88151489                   |
| Fax Number                                                                   |                                        |
| Contact Number                                                               | OFFICE-NOPHONE                         |
| EEmail Address                                                               | JACKY_CHEF2004@YAHOO.COM.SG            |

|                                                     |                                      |
|-----------------------------------------------------|--------------------------------------|
| Address                                             | BLK 34 #01-301<br>TOA PAYOH LORONG 5 |
| Postcode                                            | 310034                               |
| Was driver an employee of the Insured's Company     | NO                                   |
| If No, Relationship of the Driver with the Insured  | OWNER                                |
| Vehicle Registration Number of Driver's Own Vehicle | -                                    |
|                                                     | -                                    |
|                                                     | -                                    |
| Insurance Company of Driver's Own Vehicle           | -                                    |
|                                                     | -                                    |
|                                                     | -                                    |

#### General Information of the Accident

|                    |                                                 |
|--------------------|-------------------------------------------------|
| Type Of Accident   | HIT AND RUN / VANDALISM / DAMAGED WHILST PARKED |
| Weather Conditions | CLEAR                                           |
| Road Surface       | DRY                                             |

#### Other Information

|                                                                                             |     |
|---------------------------------------------------------------------------------------------|-----|
| Was any foreign vehicle involved in this accident?                                          | NO  |
| Number of vehicles (including own vehicle) involved in the accident                         | 2   |
| Was any body injured in the Accident?                                                       | NO  |
| Was any injured conveyed to hospital by ambulance?                                          | NO  |
| Was any other material or property damaged?                                                 | YES |
| I have been approached by unknown person(s) soliciting/offering accident claims assistance. | NO  |
| Number of Passengers (Including Driver)                                                     | 0   |

#### Details of Police Action

|                                           |    |
|-------------------------------------------|----|
| Was the accident reported to the police?  | NO |
| If Yes, Please state which Police Station |    |
| Was notice of intended Prosecution given? | NO |
| If Yes, against whom?                     |    |

#### Circumstances of Accident

REFER TO SKETCH PLAN

#### Attachment(s)

|                                               |     |
|-----------------------------------------------|-----|
| Are accident photos available for attachment? | YES |
| Was there any video captured by Car Camera?   | NO  |
| Was there any audio recorded?                 | NO  |

#### DETAILS OF OTHER VEHICLE PROPERTY 1

|                                     |             |
|-------------------------------------|-------------|
| Vehicle Registration Number         | SLP8141Y    |
| Vehicle Make/Model/Colour           |             |
| Details Of Properties               |             |
| Vehicle Category                    | PRIVATE CAR |
| Name of Driver                      | YIAU        |
| NRIC/Passport Number                |             |
| Contact Number                      | 87115787    |
| Address                             |             |
| Postcode                            |             |
| Insurance Company Name              |             |
| Nature Of Damage                    |             |
| No. Of Passenger (Including Driver) |             |

## Sketch Plan

### SKETCH PLAN

#### IMPORTANT NOTICE

1. Please report correctly the details of the accident to speed up the claims process.
2. This Form must be completed by the Policyholder and/or the Authorised Driver.
3. Information provided must be as truthful and accurate as possible. Any wilful misrepresentation or withholding of material facts may allow insurance companies to repudiate policy liability.
4. The issue and acceptance of this Form by insurance companies is not an admission of policy liability on the part of the insurance companies.
5. Any false reporting may be referred to the Police for investigation.
6. The report will be forwarded by the insurers of the GIA Records Management Centre established by the General Insurance Association of Singapore (GIA) for archiving and that copies of this report will for a fee be made available upon application by interested parties.
7. By the lodgement of this report to the insurers, you hereby consent to the archiving of this report at the centre and to copies of the report being made available aforesaid.
8. **Consent under the Personal Data Protection Act (PDPA)**  
I understand, acknowledge, agree and consent that:  
(a) My insurer, my workshop and the General Insurance Association of Singapore ("GIA") may/are permitted to collect, use, disclose and/or process my personal data/personal information set out in this [form] and any other personal information provided by me or possessed by my insurer (collectively the "Personal Information") and disclose and transfer such Personal Information to all insurer(s) who have insured vehicle(s) involved in this accident (all insurer(s) who have insured vehicle(s) involved in this accident shall be collectively referred to as the "Insurers"), the Insurers' law yers/law firms, the Monetary Authority of Singapore and any relevant government agency/authority (such as the police), for the purpose(s) of:  
(i) processing, handling and/or dealing with my claims including the settlement of the claims and any necessary investigations relating to the claims;  
(ii) investigating the accident and/or my claims;  
(iii) carrying out and/or dealing with my instructions or responding to any enquiries by me;  
(iv) administering my claims (including the mailing of correspondence, statements, invoices, reports or notices to me, which could involve disclosure of certain personal data about me to bring about delivery of the same as well as on the external cover of envelopes/mail packages); and/or  
(v) complying with applicable law in administering, processing, handling and/or dealing with my claims (collectively the "Purposes");  
(b) all insurer(s) who have insured vehicle(s) involved in this accident and the Insurers' law yers/law firms, may/are permitted to collect, use, disclose and/or process my Personal Information for one or more of the above Purposes; and  
(c) my Personal Information may/can be disclosed by any of the Insurers and/or GIA to their third party service providers or agents (including their law yers/law firms), which may be sited outside of Singapore, for one or more of the above Purposes;  
(d) my Personal Information will also be collected and used to compile claims history for the purpose of fraud detection investigation and management in present and all future claims;  
(e) the information so collected under (d) above may be shared / disclosed:  
(i) to all insurers and/or any other third parties that assist in evaluating, investigating, controlling or managing fraud; regulators, law enforcement and government agencies as reasonably required for the purposes stated; or  
(ii) for complying with requirements under any regulations, laws or court orders.

PHUA YONGSHENG  
16/11/2019 16:51  
Policyholder's Signature / Date & Time

PHUA YONGSHENG  
16/11/2019 16:51  
Driver's Signature (if driver is not the policyholder) / Date & Time

Witnessed by Reporting Centre Personnel

## Sketch Plan #2

### Sketch Plan

The sketch plan is based on the closest scenario.  
Please refer to "Circumstances of the Accident".



### Describe Circumstances of the Accident

BLACK CAR : SLP8141Y

WHITE CAR : SJU122C

#### DESCRIPTION :

On the 16 Nov 2019 at about 1615hrs, I came to my vehicle which was park at open space carpark at 62B Toa Payoh Lorong 4 lot 17. I saw there were damages on the left side of my vehicle and a note on my windscreen. I called the handphone on the note and Mr Yiau admitted to me that he had reverse into my vehicle.

### Declaration

I/We declare the foregoing particulars are true in every respect.

FHUA YONGSHENG  
16/11/2019 16:51  
Policyholder's Signature / Date &  
Time

FHUA YONGSHENG  
16/11/2019 16:51  
Driver's Signature (If driver is not the policyholder) / Date  
& Time

Witnessed by Reporting Centre  
Personnel

Accident Photo



# Premium Autocare Centre

24 Benoi Sector, Singapore 629857.

Tel : 6474 3323 Fax : 6264 6786

Email: Nora.khai@premiumautocare.com.sg / claims@premiumautocare.com.sg

## Telefax

|            |   |                     |
|------------|---|---------------------|
| Estimate   | : | Accident Repairs    |
| Workshop   | : | Ubi Road 1          |
| Contact No | : | 6366 2323           |
| Fax No     | : | 6841 1183           |
| Reference  | : | PAC/TP/0075/2019/GW |
| Date       | : | 23-Nov-19           |

Vehicle NOT IN workshop . Kindly arrange for survey.

## NTUC Income Insurance Co - Claims Department

73 Bras Basah Road

#05-01 NTUC Trade Union House

Singapore 189556

Attn: Motor Claims Dept

Tel: Fax 6338 1504

|                   |   |                                       |
|-------------------|---|---------------------------------------|
| Owner's Name      | : | Mr. Phua YongSheng                    |
| Address           | : | Blk 34<br>#01-301<br>Singapore 310034 |
| Telephone         | : | 88151489                              |
| Type of Claim     | : | Third Party Claims                    |
| Policy No.        | : | 519099466                             |
| Vehicle No        | : | <b>SJU 122 C</b>                      |
| Model Code        | : | Audi A3 SB 1.0 TFSI                   |
| Model / Year      | : | 29-Mar-17                             |
| Engine No         | : | CHZ314961                             |
| Chassis No        | : | WAUZZZ8V2HA103411                     |
| Mileage           | : |                                       |
| Date In           | : |                                       |
| Liability         | : |                                       |
| Excess Cost       | : |                                       |
| Estimated By      | : | Allan Wu                              |
| Accident Date     | : | 16-Nov-19                             |
| Place of Accident | : | OSCP at 62 B lorong 4 Toa Payoh       |

# Premium Autocare Centre

24 Benoi Sector, Singapore 629857.

Tel : 6474 3323 Fax : 6264 6786

## Telefax

### Repair quotation for Accident Vehicle SJU 122 C

| S/n                       | Nature of Jobs                                                                                                                                                                                            | Estimated Charges          | Remarks |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------|
| 1                         | To remove, check and reinstall front wire harness for headlights, horns, outside temperature sensor and headlight washer assy.                                                                            | S/N \$ 100.00 /            |         |
| 2                         | To dismantle front bumper, lhs front fender and lhs headlight. To renew lhs front fender and lhs headlight. To repair front bumper. Re-organise crash management components. Reinstall all parts removed. | \$ <del>800.00</del> 400   |         |
| 3                         | To respray front bumper and lhs front fender, lhs front door.                                                                                                                                             | \$ <del>1,000.00</del> 600 |         |
| 4                         | To renew lhs front rim and carry out wheel alignment.                                                                                                                                                     | S/N \$ 120.00 /            |         |
| 5                         | To carry out diagnostic check.                                                                                                                                                                            | S/N \$ 150.00 /            |         |
| SUB- TOTAL LABOUR CHARGES |                                                                                                                                                                                                           | : <u>\$ 2,170.00</u>       |         |

# Premium Autocare Centre

24 Benoi Sector, Singapore 629857.  
Tel : 6474 3323 Fax : 6264 6786

## Telefax

### Material List for Accident Vehicle Regn No. SJU 122 C

| S/N                       | Parts Description                                    | Damaged Parts & Prices |         |
|---------------------------|------------------------------------------------------|------------------------|---------|
|                           |                                                      | S/Nett                 | Remarks |
| 1                         | FRONT BUMPER GUDIE SECTION-LH <del>A</del> SVC       | \$ 35.00               | X       |
| 2                         | FRONT FENDER-LH <del>4</del>                         | \$ 778.00              | 622.40  |
| 3                         | FRONT FENDER ATTACHMENT PARTS-LH ? NEC               | \$ 65.00               | 52 ✓    |
| 4                         | FRONT FENDER UPPER BRACKET-LH ? SVC                  | \$ 25.00               | X       |
| 5                         | FRONT FENDER BRACKET-LH ? SVC                        | \$ 43.00               | X       |
| 6                         | FRONT FENDER SEAL-LH ? NN                            | \$ 31.00               | X       |
| 7                         | FRONT FENDER BRACE-LH ? SVC                          | \$ 88.00               | X       |
| 8                         | FRONT FENDER CLOSING ELEMENT-LH ? SVC                | \$ 54.00               | X       |
| 9                         | FRONT WHEEL HOUSING LINER-LH ? SVC                   | \$ 158.00              | X       |
| 10                        | FRONT WHEEL HOUSING LINER ATTACHEMENT PART-LH ? NN   | \$ 52.00               | X       |
| 11                        | FRONT ALUMINIUM RIM-LH <del>for</del> <del>see</del> | \$ 651.00              | 520.80  |
| 12                        | RUBBER VALVE <del>for</del> <del>see</del>           | \$ 13.00               | 10.40   |
| 13                        | LED HEADLIGHT-LH X SVC                               | \$ 5,029.00            | X       |
| 14                        | SUNDRIES ? NN                                        | \$ 200.00              | X       |
| TOTAL SPARE PARTS CHARGES |                                                      | \$ 7,222.00            |         |
| TOTAL LABOUR CHARGES      |                                                      | \$ 1,670.00            |         |
| GRAND TOTAL               |                                                      | \$ 8,892.00            |         |

All charges are not inclusive of GST.

Legend : Remarks (OK) = Approved, Remarks (X) = Not approved  
Spare parts are Special Nett.

# Premium Autocare Centre

24 Benoi Sector, Singapore 629857.  
Tel : 6474 3323 Fax : 6264 6786

## Telefax

Name

Surveyed Date

Authorised Date

Excess Cost

Liability

Remarks

*[Signature]*  
20/12/19  
: Rasul - Hp 90010068  
: 19/12/19 @ 1455  
: 6 ~~day~~ day  
: Resurvey before paint

## Please Note

- : This estimate is based on visual inspection of the affected vehicle.  
Should we require further labour charges and spare parts in the progress of repair, we shall inform you accordingly.  
For inspection of vehicle, please refer to Ms Norah Khai at  
Tel: 6474 3323 for appointment.

Yours faithfully,  
Premium Autocare Centre

Allan Wu  
Body Shop Manager

LKK Auto Consultants hereby notify the Repairer of the following:

- To resurvey before/after spray painting
- To display damaged part(s) during resurvey
- Parts prices are subject to confirmation
- Third party survey is on a "Without Prejudice" basis
- No illegal modification(s) is allowed
- Supplementary item(s) must be in receipt and is subject to final approval from Insured Company

Acknowledged by Repairer

Signature:

Date: