

# **BW WORKSHOP SERVICES PTE LTD**

291 KAKI BUKIT AVE 1, SHUN LI INDUSTRIAL PARK, SINGAPORE 416080

TEL: 6745 8880 FAX: 6741 4140

## **LETTER OF DEMAND**

Your Ref: D19007752MFSH

Our Ref: SMM 4782 C

MS FIRST CAPITAL INSURANCE LTD

6 Raffles Quay, Singapore 048580

### **Attention: Claims Department**

**CLAIMANT: Venture Cars Pte Ltd**

**PROPERTY DAMAGED CLAIM ARISING FROM A ROAD TRAFFIC ACCIDENT  
ON 06/12/2019 ALONG NEW BRIDGE ROAD INVOLVING VEHICLE NO SMM 4782 C & SHA 1279  
G**

We act for **Venture Cars Pte Ltd** who was the owner of motor vehicle no. **SMM 4782 C**

We are instructed by the above name to claim damages against you/your insured in connection with a road traffic accident on 06/12/2019 involving our client's vehicle registration number SMM 4782 C and vehicle registration number SHA 1279 G driven by you/your insured at the material time.

We are instructed that the accident was caused by you/your insured's negligent driving and /or management of your/you insured 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	-	<b><u>\$5,931.01 (After GST)</u></b>
• - Loss Of Rental	-	<b><u>\$642.00 (6 Days x \$107.00 per day, after GST)</u></b>
• - LTA Enquiry	-	<b><u>\$7.45</u></b>
• - Total Amount	-	<b><u>\$6,580.46</u></b>

We enclose a copy of each of the following documents for your consideration:-

- ✓ Repair Invoice
- ✓ Rental Invoice & agreement
- ✓ LTA Enquiry
- ✓ Letter Of Authorization
- ✓ Discharge Voucher

Please kindly revert to our client's claim within the next 7 days.

Yours faithfully,

Lana  
(HP): 9731 8883 Email: lana@bw.com.sg



# **BW WORKSHOP SERVICES PTE LTD**

291 Kaki Bukit Avenue 1  
Shun Li Industrial Park, Singapore 416080  
TEL: 6745 8800 / FAX: 6741 4140

## **DISCHARGE VOUCHER**

Vehicle No: SMM4782C

Date of Accident: 06/12/2019

I/We,

hereby acknowledge and agree that payment by

to **BW Workshop Services Pte Ltd** shall be full satisfaction liquidation and discharge of all claims whatever competent upon AUTHORISED DRIVER in respect of all loss injury or damage whether now or hereafter to become manifest arising directly or indirectly from the above-captioned accident.



Signature / Company Stamp : \_\_\_\_\_

Name : Venture Cars Pte Ltd

NRIC/UEN : 200921343K

Date : 20/4/2020

Witness

Signature / Company Stamp : \_\_\_\_\_

Name : Iana Ng

NRIC No : G0714159P

Address : 291 Kaki Bukit Avenue 1, Shun Li Industrial Park

Singapore 416080.

# **BW WORKSHOP SERVICES PTE LTD**

291 Kaki Bukit Avenue 1  
Shun Li Industrial Park, Singapore 416080  
TEL: 6745 8800 / FAX: 6741 4140

## **AUTHORIZATION LETTER**

I/We, Venture Cars Pte Ltd, owner of SMM4782C hereby give My/Our full  
Authorization to BW Workshop Services Pte Ltd to act for me with respect to my claim and  
repairs for my vehicle .

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

Signature/Company Stamp : 

Name : Venture Cars Pte Ltd

NRIC/UEN : 200921343K

Date : 20/4/2020

Witness

Signature : 

Name : Iara Ng

NRIC No : G074159P

**BW WORKSHOP SERVICES PTE LTD**

291 KAKI BUKIT AVE 1 SHUN LI

INDUSTRIAL PARK

Singapore 416080

6289 8800

workshop\_admin@bw.com.sg

GST Registration No. : 201504834E

Company Registration No. 201504834E



## Sales Invoice

**INVOICE TO**  
MS FIRST CAPITAL  
INSURANCE LTD

**INVOICE NO.** 13866  
**DATE** 17/06/2020

VIN NUMBER	MAKE & MODEL	MILEAGE
SMM4782C / RU31322955	HONDA VEZEL HYBRID 1.5X AUTO	-

ACTIVITY	QTY	RATE	AMOUNT
TAILGATE ASSY-HONDA VEZEL TAILGATE ASSY-HONDA VEZEL	1	880.00	880.00
"VEZEL" EMBLEM -HONDA VEZEL "VEZEL" EMBLEM -HONDA VEZEL	1	52.00	52.00
OTHER INCOME LOGO "HYBRID"	1	68.00	68.00
RR BUMPER -HONDA VEZEL RR BUMPER -HONDA VEZEL	1	632.00	632.00
PANEL RR (T7 Y-N00ZZ) -HONDA VEZEL PANEL RR (T7 Y-N00ZZ) -HONDA VEZEL	1	368.00	368.00
BOOT LOCK -HONDA BOOT LOCK -HONDA VEZEL	1	152.00	152.00
TAIL LAMP RH - HONDA TAIL LAMP RH - HONDA	1	360.00	360.00
BOOT LAMP RH - HONDA BOOT LAMP RH - HONDA	1	392.00	392.00
			Subtotal: 2,904.00
REAR UNDER COVER REAR UNDER COVER	1	152.00	152.00
RR FENDER ARCH RH -HONDA RR FENDER ARCH RH -HONDA	1	172.00	172.00
			Subtotal: 324.00
OTHER INCOME REAR WINDSCREEN MOULDING - S/N	1	120.00	120.00
OTHER INCOME SEALANT - S/N	1	40.00	40.00
REAR BUMPER CLIPS REAR BUMPER CLIPS	10	3.50	35.00

Payment method :  
CREDIT CARD & NETS ONLY

ACTIVITY	QTY	RATE	AMOUNT
<b>OTHER INCOME</b>	1	180.00	180.00
REVERSE SENSOR - S/N			
			Subtotal: 375.00
<b>Accident Labour Charges STD</b>	1	800.00	800.00
TO REMOVE, CUT OUT DAMAGED PARTS, PANEL BEATING, WELDING, ALIGN, REFIT AND TO RENEW AFFECTED PARTS.			
<b>Accident Labour Charges STD</b>	1	800.00	800.00
TO PUTTY AND RESPRAY ON AFFECTED PORTIONS.			
<b>Accident Labour Charges STD</b>	1	30.00	30.00
TO FOCUS TAILLAMPS. TO CHECK WIRING AND LIGHTING OPERATIONS.			
<b>Accident Labour Charges STD</b>	1	60.00	60.00
TO APPLY UNDERSEALING.			
<b>Accident Labour Charges STD</b>	1	80.00	80.00
TO REMOVE AND REFIT TAILGATE'S FITTINGS.			
<b>Accident Labour Charges STD</b>	1	50.00	50.00
TO REMOVE AND REFIT REVERSER SENSOR.			
<b>Accident Labour Charges STD</b>	1	120.00	120.00
TO REMOVE AND REFIT REAR WINDSCREEN AND CONDUCT WATER LEAKING TEST.			
			Subtotal: 1,940.00

Thank you for your business!  
We look forward to serving you again.

BW WORKSHOP SERVICES PTE LTD

SUBTOTAL	5,543.00
GST TOTAL	388.01
TOTAL	5,931.01
BALANCE DUE	<b>SGD 5,931.01</b>

Payment method :  
CREDIT CARD & NETS ONLY



Venture Cars Pte Ltd  
33 UBI AVENUE 3  
#01-47/48 VERTEX  
SINGAPORE 408868

UEN #: 200921343K

Bill To:

BW WORKSHOP SERVICES PTE LTD

Tax Invoice  
Invoice #: 10002203  
Date: 10/01/2020  
Ship Via:  
Page: 1

Description	Amount
VC/RAC/0365 Toyota Altis 16/12/2019 - 22/12/2019	\$600.00

GST:	\$42.00
Total Inc GST:	\$642.00
Amount Applied:	
Balance Due:	\$642.00

**BILLING INSTRUCTIONS:**

For billing enquiries, please contact us at +65 6289 8800  
Please make all payments payable to :

**VENTURE CARS PTE LTD**

\_\_\_\_\_  
Authorised Signature

**VENTURE CARS PTE LTD**

30 Ubi Road 4 Singapore 408615

Tel (65) 6282 8800 Fax (65) 6858 2120

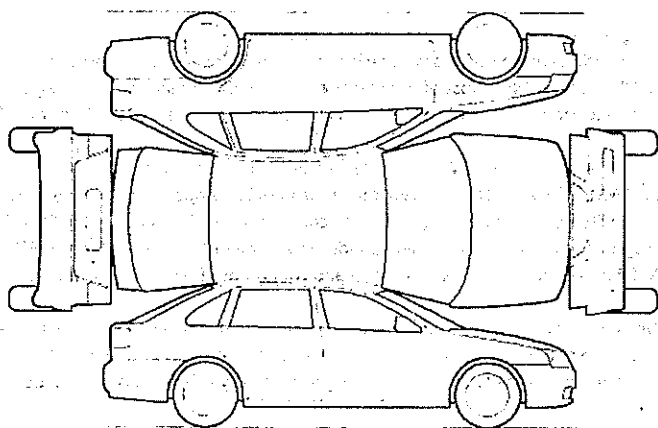
Co. Reg. No. 200921343K

GST Reg. No. 20-0921343K

THE VEHICLE RENTAL AGREEMENT

**VENTURECARS****VEHICLE RENTAL AGREEMENT****AGREEMENT NO.: VC/RAC/ 0365****THE SCHEDULE****AGREEMENT DATE: DEC. 14, 2019**

<b>The OWNER</b>		
Venture Cars Pte Ltd UEN 200921343K address 30 Ubi Road 4 Singapore 408615		
<b>The RENTER</b>		
Name: <b>TAN CHEE KIANG</b>	Identification No. <b>S1616753C</b>	Type: <b>NRIC</b>
Address: <b>BLK 706 HOUGANG AVENUE 2 #04-185 (S) 530706</b>		
<b>The VEHICLE</b>		
Make & Model: <b>TOYOTA ALTIS 1.6 AUTO</b>	Vehicle Registration No.: <b>SKF5541R</b>	
Chassis No.: <b>- AS PER LOGCARD -</b>	Colour: <b>SILVER</b>	
<b>The RENTAL TERMS</b>		
1. Rental Commencement Date:	1(a). ERP Charges: <b>NOT Included</b>	1(b). Fuel: <b>NOT Included</b>
2. Rental Period:	days/weeks/months from <b>16/12/19</b> to <b>23/12/19</b>	
3. Rental Rate: <b>S\$ 100</b> per day/week/month <b>excluding GST</b>	3(a). Refundable Security Deposit <b>S\$ NIL</b>	
4. Insurance: <b>Inclusive</b>	5. Road Tax: <b>Inclusive</b>	6. Maintenance: <b>Inclusive</b>
7. Own Damage Excess: <b>S\$ 2500</b>	8. Third Party Damage Excess: <b>S\$ 2000</b>	9. Collision Damage Waiver (Per Day): <b>S\$ -</b>
10. Mileage Limitation: <b>Yes (No)</b>	11. Mileage Surcharge: <b>S\$ -</b> Per Kilometer	
12. Malaysia Use: <b>Yes/ No</b> <b>MSIA EXCESS \$3500</b>	13. Malaysia Use Surcharge: <b>-</b>	
14. Collection/ Delivery Charge: <b>S\$50</b>	15. Vehicle Collection: <b>After 2:00pm</b>	16. Vehicle Return: <b>Before 12:00pm</b>
<b>PARTICULARS OF MAIN DRIVER</b>		
Name: <b>TAN CHEE KIANG</b>		
Address: <b>- AS ABOVE -</b>		
Contact No.: (H) _____ (O) _____ (HP) <b>97205348</b>		
NRIC/PP/FIN No.: <b>S1616753C</b>	Nationality: <b>S'POREAN</b>	Date of Birth: <b>21/03/1963</b>
Occupation: _____	Name of Employer: _____	
<b>PARTICULARS OF NAMED DRIVER</b>		
Name: <b>- NIL -</b>		
Address: _____		
Contact No.: (H) _____ (O) _____ (HP) _____		
NRIC/PP/FIN No.: _____	Nationality: _____	Date of Birth: _____
Occupation: _____	Name of Employer: _____	



FUEL: E/0.25/0.5/0.75/F

CASH CARD AMOUNT:

S\$ -

D- Dents

S-Scratches

C-Chips

WS- Windscreen

Date/Time of Delivery: -

**11/12/19, 10:30am****MILEAGE: 149987**Remarks: **WORKSHOP COURTESY CAR FOR SHM4782C (ACCIDENT).**

THE TERMS AND CONDITIONS MENTIONED AT THE BACK OF THIS PAGE AND THIS SCHEDULE FORM AN INTEGRAL PART OF THIS VEHICLE RENTAL AGREEMENT. BY SIGNING BELOW, THE RENTER CONFIRMS THAT HE/SHE HAS READ, FULLY UNDERSTOOD AND ACCEPT ALL THE TERMS AND CONDITIONS OF THIS AGREEMENT.

Signature of Renter

Witness Signature/Name/ID No.

Signature of Owner

White - Owner

Yellow - Customer

Blue - Accounts



> Back to OneMotoring



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

Print Date/Time : 12 Dec 2019 / 17:08:29

Receipt Date/Time : 12 Dec 2019 / 17:08:29

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-191212-002814

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Result of Insurance Enquiry - SHA1279G				
As at 06 Dec 2019/23:30:00				
Insurance Co: MS FIRST CAPITAL INSURANCE LIMITED				
1	Insurance Enquiry - SHA1279G Enquiry Fee 20191212170720001664	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				
	xxxxxxxxxxxx1374	Credit Card: Visa/MasterCard		7.45
	<b>Total</b>			7.45
	<b>Cash Change</b>			0.00
	<b>Tendered Amount</b>			7.45
	<b>Excess Refundable Amount</b>			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.