

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 | - | <u>\$5,931.01 (After GST)</u> |
| • - Loss Of Rental | - | <u>\$642.00 (6 Days x \$107.00 per day, after GST)</u> |
| • - LTA Enquiry | - | <u>\$7.45</u> |
| • - Total Amount | - | <u>\$6,580.46</u> |

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

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.

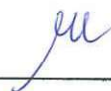
Signature/Company Stamp : 

Name : Venture Cars Pte Ltd

NRIC/UEN : 200921343K

Date : 20/4/2020

Witness

Signature : 

Name : Iara Ng

NRIC No : G074159P

DISCHARGE RECEIPT

CLAIM REFERENCE : D19007752MFSH
ACCIDENT DATE : 06/12/2019
ACCIDENT LOCATION : EU TONG SEN STREET TWDS VICTORIA
INSURED : COMFORT TRANSPORTATION PTE LTD
INSURED DRIVER : YEE TIONG YEOW
INSURED VEHICLE : SHA 1279G
INVOLVED PARTY : SMM 4782C
SETTLEMENT SUM : \$6,500.00

I/We, the undernoted CLAIMANT being the person/entity entitled to receive the compensation in relation to the accident, hereby agree to accept the SETTLEMENT SUM as full and final settlement of all claims for damages, costs & disbursements arising out of the ACCIDENT, and I/WE also agree that the said settlement sum:

1. is paid without admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and/or its INSURED DRIVER in respect of the said loss and for damage whether now or hereafter to become manifest.

2. is accepted by me/us to the intent that the said MS First Capital Insurance Limited and /or its INSURED and/or its INSURED DRIVER be absolutely and finally discharged from all claims whatsoever which I/WE now or hereafter may have arising out of or connected with or traceable to the said accident.

I/WE acknowledge that this DISCHARGE RECEIPT is not to be construed as an admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and /or its INSURED DRIVER and it shall not be used as evidence in any claims or actions which may be made against them or any of them.

CLAIMANT : VENTURE CARS PTE LTD

Signature and Date :

WITNESS : *Lana Ng*

Signature and Date :

*mu*
23/07/2020

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**

SMM4782C / RU31322955

MAKE & MODELHONDA VEZEL HYBRID 1.5X
AUTO**MILEAGE**

-

| 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 |
|---|-----|--------|--------------------|
| OTHER INCOME | 1 | 180.00 | 180.00 |
| REVERSE SENSOR - S/N | | | |
| | | | Subtotal: 375.00 |
| Accident Labour Charges STD | 1 | 800.00 | 800.00 |
| TO REMOVE, CUT OUT DAMAGED PARTS, PANEL BEATING, WELDING, ALIGN, REFIT AND TO RENEW AFFECTED PARTS. | | | |
| Accident Labour Charges STD | 1 | 800.00 | 800.00 |
| TO PUTTY AND RESPRAY ON AFFECTED PORTIONS. | | | |
| Accident Labour Charges STD | 1 | 30.00 | 30.00 |
| TO FOCUS TAILLAMPS. TO CHECK WIRING AND LIGHTING OPERATIONS. | | | |
| Accident Labour Charges STD | 1 | 60.00 | 60.00 |
| TO APPLY UNDERSEALING. | | | |
| Accident Labour Charges STD | 1 | 80.00 | 80.00 |
| TO REMOVE AND REFIT TAILGATE'S FITTINGS. | | | |
| Accident Labour Charges STD | 1 | 50.00 | 50.00 |
| TO REMOVE AND REFIT REVERSER SENSOR. | | | |
| Accident Labour Charges STD | 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

SGD 5,931.01

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

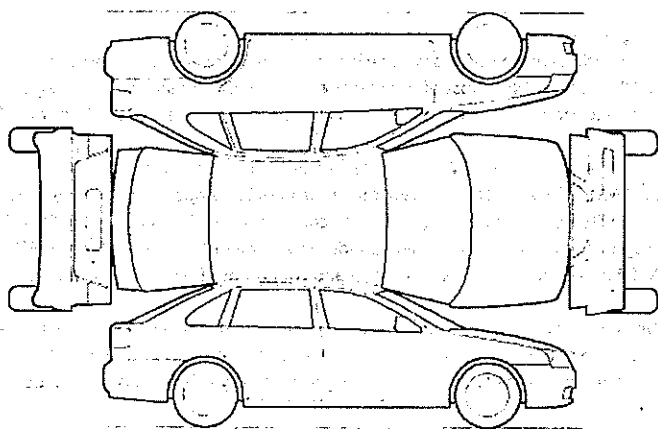
VENTURECARS**VEHICLE RENTAL AGREEMENT**

AGREEMENT NO.: VC/RAC/ 0365

THE SCHEDULE

AGREEMENT DATE: DEC. 14, 2019

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

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 |
| | Sub-Total | 7.00 | 0.49 | 7.49 |
| | Total Before Rounding | 7.00 | 0.49 | 7.49 |
| | Rounding Difference | | | 0.04 |
| | Total Amount Payable | | | 7.45 |

Paid By

xxxxxxxxxxxx1374 Credit Card:
Visa/MasterCard

Total 7.45

Cash Change 0.00

Tendered Amount 7.45

Excess Refundable Amount 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.

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 : 200921243K

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.

Jasper Chua (LKK Auto)

From: Jason Tea <JasonTea@msfirstcapital.com.sg>
Sent: Wednesday, 22 July 2020 12:30 PM
To: Jasper Chua (LKK Auto)
Cc: Admin A
Subject: Mandate given ES-LKK SURVEY ASSESSMENT - D19007752MFSH/1 - LKK REF CC4/FCI19022033/Aba3q2

Dear Jasper,

We refer to your email dated 22/07/2020.

We agree to your recommendations to settle @ \$6,580.46.

LOD already received and send to Insd. Please proceed to negotiate settlement.

Please take note that to indicate ES-LKK in the subject in all your emails to us.

Regards
Jason Tea
Motor Claims

Personal Data Protection Act 2012 ("PDPA"):

Under the PDPA, there are various requirements that regulate the processing of your personal data. Please refer to <http://www.msfirstcapital.com.sg> for details of PDPA Personal Data Collection Statement.

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With effect from 15 January 2018, we will be known as **MS First Capital Insurance Limited**. Our new website will be www.msfirstcapital.com.sg.

As a response to the COVID19 outbreak, we are observing staggered working hours and some of us are on **Work From Home arrangement**.

However, our office is open and we are actively working to support our clients and partners. We have access to e-mails and will work to respond in a timely manner.

We appreciate your understanding on this matter.

Our Motor Claim email address is:
motorclaims@msfirstcapital.com.sg

Thank you and have a nice day.

From: Jasper Chua (LKK Auto) <jasperchua@lkkauto.com>
Sent: Wednesday, 22 July 2020 9:56 am
To: Jason Tea <JasonTea@msfirstcapital.com.sg>
Cc: Admin A <admin-a@lkkauto.com>
Subject: RE: SURVEY ASSESSMENT - D19007752MFSH/1 - LKK REF CC4/FCI19022033/Aba3q2

Dear Sir/Mdm,

We refer to the subject matter.

It was reported that Insured driver rear-ended TP.

Summary to offer to repairer **BW WORKSHOP SERVICES PTE LTD** is as follows:

| TP CLAIMED | | REVISED -TO OFFER |
|---|-------------|----------------------|
| Cost of Repair (w/gst) | \$ 9,277.97 | \$ 5,931.01 |
| Loss of Rental (\$100.00 x 6 days) (w/gst) | \$ 642.00 | \$ 642.00 |
| LTA Search Fee | \$ 7.45 | \$ 7.45 |
| | | |
| Proposed Total | \$ 9,927.42 | \$ 6,580.46 |

Breakdown of days is as follows:

| | |
|---------------------|----------|
| Recommended days | 6 |
| Weekends / Downtime | 0 |
| TOTAL DAYS | 6 |

For your approval and/or further instruction please.

Thank you.

Best Regards,

Jasper Chua | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6841-2928 | email: jasperchua@lkkauto.com | fax: 6741-4108

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

From: Jason Tea <JasonTea@msfirstcapital.com.sg>

Sent: Thursday, 18 June, 2020 9:55 AM

To: Vic (LKKAuto) <vicalpeh@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>; Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>

Subject: RE: SURVEY ASSESSMENT - D19007752MFSH/1 - LKK REF CC4/FCI19022033/Aha3

Dear Vic,

We refer to your email dated 9 Jan 2020.

We agree to your proposal on liability. Please proceed.

Please write to WS that your office will be handling this matter on our behalf.

Attached LOD from Workshop.

Regards

Jason Tea

Motor Claims

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As a response to the COVID19 outbreak, we are observing staggered working hours and some of us are on **Work From Home arrangement**.

However, our office is open and we are actively working to support our clients and partners. We have access to e-mails and will work to respond in a timely manner.

We appreciate your understanding on this matter.

Our Motor Claim email address is:
motorclaims@msfirstcapital.com.sg

Thank you and have a nice day.

From: Vic (LKKAuto) <vicalpeh@lkkauto.com>
Sent: Thursday, 9 January 2020 1:05 pm
To: Jason Tea <JasonTea@msfirstcapital.com.sg>
Cc: Admin A <admin-a@lkkauto.com>; Vic (LKKAuto) <vicalpeh@lkkauto.com>
Subject: RE: SURVEY ASSESSMENT - D19007752MFSH/1 - LKK REF CC4/FCI19022033/Aha3

Dear Sir/Madam,

We refer to the above matter.

Liability: 100% (BOLA 27)

Remarks: Head to rear collision

Kindly let us have your approval on liability.

Thank you.

Best Regards,

Vic Alpeh | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6841-2096 | email: vicalpeh@lkkauto.com | fax: 6741-4108

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)



Save the Earth. Print only when necessary.

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From: CWS Motor Claims [<mailto:cwsmotorclaims@msfirstcapital.com.sg>]
Sent: Friday, 13 December 2019 3:27 PM
To: ASSIGNMENTS@LKKAUTO.COM

Cc: CWS Motor Claims <cwsmotorclaims@msfirstcapital.com.sg>; Jason Tea <JasonTea@msfirstcapital.com.sg>
Subject: PRI: SURVEY ASSESSMENT - D19007752MFSH/1

Dear Sir/Mdm,

We refer to the above reference.

Please find attached the necessary documents for survey.

Kindly submit your report via CWS within the next 14 days.

Note: All the accident reports are uploaded into CWS for your perusal.

Best Regards,
Admin Team
Claim Workflow System
Motor Claims Department
MS First Capital Insurance Limited
Tel : 6507 3848
Fax : 6507 3849

PS: This is a system generated mail. Please do not reply to this mail.



This email has been checked for viruses by AVG antivirus software.
www.avg.com