

**ASSIGNMENT**

Surveyor: \_\_\_\_\_ DOI: \_\_\_\_\_ Date / Time : **19/12/2019**  
Registered in Merimen: \_\_\_\_\_

**Pre-assign / CCU / FTE**



Insured Vehicle No. : **GY 617G** Claim No. : **S9M02AQ1**  
Name of Insured : **POH CHEONG CONCRETE PRODUCT PTE LTD** Policy No. : **P1784378**  
Insured Tel No. : \_\_\_\_\_ HP: \_\_\_\_\_ Make / Model : **ISUZU TFR54HSR**  
**Excess Sec II :S\$** \_\_\_\_\_ D.O.A : **19/12/19** Place of Accident : \_\_\_\_\_  
Is driver the owner? ( YES / NO ) Nature of Accident : \_\_\_\_\_

If NO, Driver Name / Age : \_\_\_\_\_ OI GIA REPORT: YES / NO ; TP GIA REPORT: YES / NO  
Driver Tel No. : \_\_\_\_\_ (V/L: YES / NO ) Insured Liability : % Final ? Yes / No

**SJZ 564J**



INSRS: \_\_\_\_\_  
WSP: **Nineteen**  
Tel : **Autowerks**  
Liability : \_\_\_\_\_  
RMKS: \_\_\_\_\_



INSRS: \_\_\_\_\_  
WSP: \_\_\_\_\_  
Tel : \_\_\_\_\_  
Liability : \_\_\_\_\_  
RMKS: \_\_\_\_\_



INSRS: \_\_\_\_\_  
WSP: \_\_\_\_\_  
Tel : \_\_\_\_\_  
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RMKS: \_\_\_\_\_



INSRS: \_\_\_\_\_  
WSP: \_\_\_\_\_  
Tel : \_\_\_\_\_  
Liability : \_\_\_\_\_  
RMKS: \_\_\_\_\_

Date/ Time	STAGE	DATE / PIC
	SJZ 564J GY 617G	NA/FWD19022348/z4; DOA: 19/12/2019
23-03-20	TO CANCEL CASE. NO SURVEY DONE.	
	Non-Reporting ltr (1st):	
	Non-Reporting ltr (2nd):	
	Non-Reporting ltr (Final):	
	Notification ltr (if non-pickup):	
	Call OI:	
	After call ltr to OI:	
	<b>Documentation Check List:</b>	<b>Handler</b> <b>Typist</b>
	Notification ltr (if non-pickup)	<input type="checkbox"/> <input type="checkbox"/>
	After call ltr to OI:	<input type="checkbox"/> <input type="checkbox"/>
	Authorisation To Act:	<input type="checkbox"/> <input type="checkbox"/>
	Release Voucher:	<input type="checkbox"/> <input type="checkbox"/>
	Final Repair Bill:	<input type="checkbox"/> <input type="checkbox"/>
	Car Rental Invoice:	<input type="checkbox"/> <input type="checkbox"/>
	Towing Invoice	<input type="checkbox"/> <input type="checkbox"/>
	LTA / GIA :	<input type="checkbox"/> <input type="checkbox"/>
	Medical Bill:	<input type="checkbox"/> <input type="checkbox"/>
	PIR:	<input type="checkbox"/> <input type="checkbox"/>
	Mandate/Reject Instruction:	<input type="checkbox"/> <input type="checkbox"/>
	LOD	<input type="checkbox"/> <input type="checkbox"/>
	Payment Breakdown Form:	<input type="checkbox"/> <input type="checkbox"/>
	Post-Repair Photos:	<input type="checkbox"/> <input type="checkbox"/>
	Others:	<input type="checkbox"/> <input type="checkbox"/>
<b>PRELIMINARY ADVICE</b> Date/Time: _____ Sent By: _____		
<b>FINALIZATION</b> Date/Time: _____ Confirm with: _____ Confirm by: _____		
Repair Cost: S\$ _____ ( _____ days) Reduction: _____ % Email <input type="checkbox"/> Call <input type="checkbox"/>		
<b>FINAL SETTLEMENT</b> Date/Time: _____ Confirm with: _____ Email <input type="checkbox"/> Call <input type="checkbox"/>		
Final Liability: % _____ (Agreed / Assessed) BOLA S/N No. : _____ If NO or B 28, Ass. Lia : _____		
Repair Cost: S\$ _____		
Loss of Rental (LOR): S\$ _____ ( _____ days)		
Loss of Use (LOU): S\$ _____ (\$ x _____ days)		
Loss of Income (LOI): S\$ _____ (\$ x _____ days)		
LOR only <input type="checkbox"/> LOU only <input type="checkbox"/> LOR + LOU <input type="checkbox"/> LOR + LOI <input type="checkbox"/> [Tick only one]		
GIA/LTA Search S\$ _____		
Medical: S\$ _____		
Disbursement: S\$ _____ (e.g. Tow/ Independent )		
Legal Cost S\$ _____		
<b>Total:</b> S\$ _____ <b>Global Sum S\$:</b> _____		
<b>FINAL PAYMENT</b> Date/Time: _____ Confirm with: _____ Email <input type="checkbox"/> Call <input type="checkbox"/>		
Payee 1: S\$ _____ Name 1: _____		
Payee 2: (Strike if N.A.) S\$ _____ Name 2: _____		
Payee 3: (Strike if N.A.) S\$ _____ Name 3: _____		

- 1) Claim status: Normal/Reject/Private Settle
- 2) Report Format: \_\_\_\_\_
- 3) Survey fee: \_\_\_\_\_

## Mei Kwan (LKKAuto)

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**From:** Nineteen Autowerks <nineteenautowerks@gmail.com>  
**Sent:** Friday, 20 December, 2019 5:06 PM  
**To:** Mei Kwan (LKKAuto)  
**Subject:** Re: [EXTERNAL] Pre-Repair Inspection for SJZ 564 J // Accident on 19/12/2019 @ 07:50HR at along Yishun Ave 1 towards Sembawang, involving Vehicle Number SJZ 564 J and GY 617 G

**Categories:** HMK

Dear Mei Kwan,

Client already withdrawn from claims.

Thank you.

On Fri, 20 Dec 2019 at 5:04 PM, Mei Kwan (LKKAuto) <Meikwan@lkkauto.com> wrote:

Dear Sir / Madam,

We refer to the above matter.

***Please provide us the following.***

- ***evidence i.e. video and scene photo.***
- ***PIR result (if any)***
- ***Estimated cost of repair***

Please note that for liability, claim negotiation and settlement, please contact **Hsiao Tong at 6742 3197.**

Our respective case handler will look into the matter and get back to you in due course.

***To check availability of the case handler, you may contact the undersigned.***

***"Best Wishes for Merry Christmas & Happy New Year 2020"***

Thank you.

Best Regards,

**Mei Kwan** | Admin

**LKK Auto Consultants Pte Ltd**

Phone: 6366 0055 | email: [MeiKwan@lkkauto.com](mailto:MeiKwan@lkkauto.com) | fax: 67414108

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

**From:** Nineteen Autowerks <[nineteenautowerks@gmail.com](mailto:nineteenautowerks@gmail.com)>

**Sent:** Thursday, 19 December, 2019 12:45 PM

**To:** SG AXA Insurance SM AXA SGP - Motor Survey <[motor.survey@axa.com.sg](mailto:motor.survey@axa.com.sg)>

**Subject:** [EXTERNAL] Pre-Repair Inspection for SJZ 564 J // Accident on 19/12/2019 @ 07:50HR at along Yishun Ave 1 towards Sembawang, involving Vehicle Number SJZ 564 J and GY 617 G

Dear Sir/Madam,

We are instructed by Chan Kok Weng to notify you of a road traffic accident on 19/12/2019 at about 07:50HR at along Yishun Ave 1 towards Sembawang, involving our client's vehicle registration number SJZ 564 J and vehicle registration number GY 617 G driven by your insured at the material time.

A copy of the Singapore Accident Statement/Traffic Police Report filed is enclosed. As a result of the accident, our client's vehicle has been damaged. Before our client proceed to repair the damaged vehicle, please let us know within 2 working days of your receipt of this notice whether you would like to conduct a pre-repair survey of the vehicle. If we do not receive any reply from you within the stipulated time, our client shall proceed to repair the vehicle without further reference to you.

Please contact me @ 9270 5882, should you require more information.

**Kindly arrange survey at [Blk 15 Kaki Bukit Road 4, Bartley Biz Centre, #01-53, Singapore 417808.](#)**

*m329/p.*

## ◀ Service Request Details

Claim

S9M02AQ1

Reference

None 

Loss Date

December 19, 2019

Report Date

Dec 19, 2019 2:05:47 PM

Request Date

December 19, 2019

Due Date

December 27, 2019

Vendor Name

LKK AUTO CONSULTANTS PTE LTD (TP)

Type of Loss

Third Party Vehicle Damage

Services

Pending verification - Direct Settlement

*P. Jeremy  
T: 19.12.19 6.20 p.m  
V: 19  
G: ✓*

### Actions

Next Step

Agree to perform service

### Vehicle Information

Incident Vehicle Registration #

SJZ564J

Model  
CIVIC

### Service Address

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...

### Primary Contact/Insured

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POH CHEONG CONCRETE PRODUCT PTE LTD  
48 SUNGEI KADUT STREET 1, 729377, Singapore  
65335501  
INSURANCE@DICKSON-AUTO.COM

### Claim Handler

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TAN Jas  
6568804844  
jas.tan@axa.com.sg

Additional Instructions

4

Messages   Invoices   History   Documents   Assessment   Metrics   Notes

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New Message

## Summer Lee (LKK Auto)

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**From:** DHIWAR Namrata  
**Sent:** Thursday, 19 December, 2019 2:13 PM  
**To:** 'Nineteen Autowerks'  
**Subject:** Acknowledgment Your ref : SJZ564J Our ref : S9M02AQ1MC/JT

**'WITHOUT PREJUDICE'**  
**SAVE AS TO COSTS**

Dear Sir,

We want to conduct a pre-repair survey of the damage to your client's/your customer's vehicle jointly with your client/your motor workshop. We propose to use one of the motor surveyors named in the attached list below to conduct the joint pre-repair survey as a Single Joint Expert.

List of our motor surveyors:
1. LKK Auto Consultants Pte Ltd
2. Infiniti Appraisal Services
3. Priority Services Pte Ltd
4. AXA in house surveyor

Please let us know within two (2) working days whether you agree to the appointment of any of these motor surveyors as a single joint expert. You may select one or more of the listed motor surveyors. We will bear the cost of the pre-repair survey carried out by the single joint expert. Meanwhile, please furnish us with estimate quotation in order for our surveyor to complete the pre repair survey.

If there be any injury claims by your client, please combine it in one Letter of Demand in light of one cause of action, save as to costs and expenses.

Regards,  
Namrata Dhiwar

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