

LEONG AUTO PTE LTD

160 Sin Ming Drive #02-13 Sin Ming AutoCity Singapore 575722
Tel: 6266 6448 Fax: 6266 6358 Email: Sales@leongauto.com.sg
Business Registration No. 201312846W
GST Registration No. 201312846W

Our Ref: SLR3305P
Your Ref: SLH2402B

21 November 2020

FWD Singapore Pte Ltd

6 Temasek Boulevard
#18-01 Suntec Tower Four
Singapore 038986

Attention: Motor Claims Department

Dear Sir/Madam,

ACCIDENT INVOLVING SLR3305P & SLH2402B ON 05/03/2020

We are writing on behalf of Mr Koh See Fun; the registered owner of Vehicle No. SLR3305P involved in the above accident.

We are instructed that the above accident was caused solely and completely by the negligence of your insured's vehicle no. SLH2402B. As a result of which, our client had suffered loss and expenses.

We are instructed by our client to claim for:

- Cost of Repair	\$ 4,288.69	(as finalised with surveyor + GST)
- Loss of Rental (3 days x \$120/day)	\$ 360.00	
Total	<u>\$ 4,648.69</u>	

We enclosed herewith the following documents for your consideration.

- | | |
|--------------------------------------|-----------------|
| - Invoice | - GIA Report |
| - Vehicle Rental Agreement & Invoice | - Police Report |

Please acknowledge receipt of the above documents and we look forward to your favourable response.

Yours faithfully,

LEONG AUTO PTE LTD



Enc

GST Registration No. : 201312846W



Leong Auto Pte Ltd

160 Sin Ming Drive
#02-13 Sin Ming AutoCity
Singapore 575722
Tel: 6266-6448 Fax: 6266-6358
Email: Sales@leongauto.com.sg
Business Registration No. 201312846W

Estimate

**PROFORMA
INVOICE**

ESTIMATE NO. 2030
DATE 18/04/2020

ADDRESS

SLR3305P
FWD Singapore Pte. Ltd.
6 Temasek Boulevard,
#18-01 Suntec Tower Four
Singapore 038986
Singapore

VEHICLE NO.
SLR3305P

DOA/REPAIR DATE
25/03/2020

VEHICLE MODEL
Honda HRV 1.5 LX CVT

NO	DATE	ACTIVITY	GST	AMOUNT
1	25/03/2020	Cost of Repairs Cost of Repairs (as finalised with surveyor)	7% SR	4,008.12

SLR3305P & SLH2402B DOA 25/03/2020

SUBTOTAL	4,008.12
GST TOTAL	280.57
TOTAL	S\$4,288.69

Accepted By

Accepted Date

Leong Auto Rental LLP

160 Sin Ming Drive

#02-13

Sin Ming AutoCity

Singapore 575722

82923333

leong@leongauto.com.sg

Company Registration No. T16LL0615D

INVOICE

INVOICE TO

Koh See Fun

Block 195 Pasir Ris

Street 12 #10-84

Singapore 510195

INVOICE NO. 2020/04/009

DATE 17/04/2020

DUE DATE 17/04/2020

TERMS Due on receipt

VRA NO.

LL0578

YOUR REF.

SLR3305P

ACTIVITY	AMOUNT
SMG3734E Vehicle Rental from 13/04/2020 1000hrs to 16/04/2020 1030hrs, 3 @ S\$120.00	360.00

SMG3734E/SLR3305P

BALANCE DUE

S\$360.00

Please transfer to:
LEONG AUTO RENTAL LLP
OCBC BANK Account No.
695-675629-001

Please quote invoice/vehicle number when
making payment.



LEONG AUTO RENTAL LLP

160 Sin Ming Drive, #02-13 Sin Ming AutoCity, Singapore 575722

Tel: 64563008 Email: Leong@leongauto.com.sg

UEN Registration No. T16LL0615D

Operations Team

Mobile: 82923333

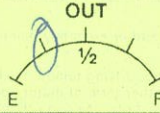
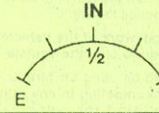
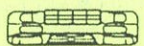
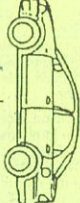
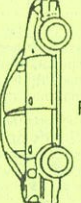
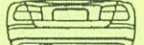
Mobile: 93533333

SLR3305P

PTE

VEHICLE RENTAL AGREEMENT

No. L 0578

HIRER'S PARTICULAR Name : (as in I/C) <u>Koh See Fun</u> NRIC / PASSPORT No : <u>S1567015J</u> Address (Res) : <u>BK 195 Pasir Ris Street 12 #10-84</u> <u>S(510195)</u> Name & Address of Employer : _____ Occupation : _____ Driving Exp : _____ D/L No : _____ D/L Type : Local/International Pass Date : <u>9/3/82</u> Date of Birth : <u>24/3/62</u> Tel : (O) _____ (R) _____ HP/PG : _____		Veh No : <u>SMG3734E</u> Replace Veh No : _____ Mileage Out : <u>17006</u> Mileage Out : _____ Make & Model <u>Toyota</u> Make & Model _____ Auto / Manual <u>Vios</u> Auto / Manual _____ OUT : Date <u>13/4/2020</u> OUT : Date _____ OUT : Time <u>10am</u> OUT : Time _____	
ADDITIONAL DRIVER'S PARTICULARS Name : (as in I/C) _____ NRIC / PASSPORT No : _____ D/L No : _____ D/L Type : Local/International Address (Res) : _____ Tel/Hp : _____		RENTAL CHARGES Daily <u>3</u> @ \$ <u>120</u> <u>360</u> <u>00</u> Weekly @ \$ _____ Monthly @ \$ _____ Hours @ \$ _____ Others @ \$ _____ CDW @ \$ _____ PAI @ \$ _____ Delivery Service _____ SUB-TOTAL \$ _____ <div style="display: flex; justify-content: space-around;"> <div> OUT  </div> <div> IN  </div> </div> EXTENSION _____ Collection Service _____ Misc. _____ ESTIMATED TOTAL RENTAL \$ <u>360</u> <u>00</u> Sales Person Code : _____	
(A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> FRONT  LEFT  RIGHT  </div> <div style="text-align: center;"> REAR  </div> </div>		Non Waiver Excess: \$ <u>3500</u> (before GST) Hirer's Signature _____ Addition Driver's Signature _____	
ACCESSORIES CHECK <input type="checkbox"/> Ashtray <input type="checkbox"/> Cig Lighter <input type="checkbox"/> IU <input type="checkbox"/> STD Tools <input type="checkbox"/> Jack <input type="checkbox"/> S / Tyre <input type="checkbox"/> Radio / Cass <input type="checkbox"/> CD/Cartridges <input type="checkbox"/> Hub Caps <input type="checkbox"/> S / RIM			

I/We agreed to the terms and conditions above, overleaf and that all information given are true & correct in all respect. My/Our driving licence(s) is/are current and not disqualified from driving. You may charge all amount due on the rental to my/our credit card.

* IMPORTANT

- ONLY PERSONS ABOVE 25 YEARS OF AGE WITH MORE THAN 3 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.
- VEHICLE IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT BE DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY LEONG AUTO RENTAL LLP.
- IN THE EVENT OF AN ACCIDENT, THE HIRER OR AUTHORIZED DRIVER :
 - shall report all accidents involving the said vehicle to the Owner immediately;
 - 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);
 - shall report to the police within 24 hours from the occurrence, the following types of accidents :
 - injury case;
 - non-injury case involving a Government vehicle, or damage to Government property;
 - non-injury case involving a foreign vehicle (to obtain their motor insurance policy, Passport No./Name of the driver, Vehicle number, Log card and Vehicle road tax information);
 - 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" FAILING WHICH THE DAY AND TIME INSERTED BELOW SHALL BE DEEMED TO BE THE DAY AND TIME THE VEHICLE IS RETURNED TO LEONG AUTO RENTAL LLP AND THE SAME SHALL BE ACCEPTED AS CONCLUSIVE EVIDENCE OF THE SAME AND SHALL NOT BE CHALLENGED OR QUESTIONED ON ANY ACCOUNT WHATSOEVER.

DATE IN	TIME IN	MILEAGE	CHECKED BY	SIGNATURE OF HIRER/DRIVER
<u>16/4/2020</u>	<u>10.30am</u>			