

Denise Tay (LKKAuto)

From: Denise Tay (LKKAuto)
Sent: Thursday, 16 April 2020 8:34 AM
To: Claims; Admin-D (LKKAuto); SUR; assignments
Subject: RE: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear Sir,

As instructed by our client, please proceed to repair the insured vehicle **SMC 130C (Excess \$300/-)**.

If there are any check items or supplementary items please inform our office's Assignment Team at Tel: 6741 8434 to arrange our surveyor for inspection.

All supplementary items and unconfirm items are subjected to further approval from insurance company before completion of the repair.

*Our client reserve their rights **not to pay** if there is no valid approval obtained before repair.

Note: We are on work from home arrangement. All correspondence should be made via email. Submission of claim related documents will be in softcopy. Any inconvenience caused is much regretted.

Best Regards,

Denise Tay | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6256-3561 | email: denisetay@lkkauto.com | fax: 6256-4315

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

From: Denise Tay (LKKAuto) <denisetay@lkkauto.com>

Sent: Wednesday, 15 April 2020 2:30 PM

To: Claims <claims@premiumauto.com.sg>; Admin-D (LKKAuto) <admin-d@lkkauto.com>; SUR <sur@lkkauto.com>; assignments <assignments@lkkauto.com>

Subject: RE: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear Sir,

Pending insurance approval. Will give a chaser

Note: We are on work from home arrangement. All correspondence should be made via email. Submission of claim related documents will be in softcopy. Any inconvenience caused is much regretted.

Best Regards,

Denise Tay | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6271-0351 | email: sur@lkkauto.com | fax: 6271-8802

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

From: Claims <claims@premiumauto.com.sg>
Sent: Wednesday, 15 April 2020 2:25 PM
To: Admin-D (LKKAUTO) <admin-d@lkkauto.com>; SUR <sur@lkkauto.com>; assignments <assignments@lkkauto.com>
Cc: 'Claims' <claims@premiumauto.com.sg>
Subject: RE: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear Summer,

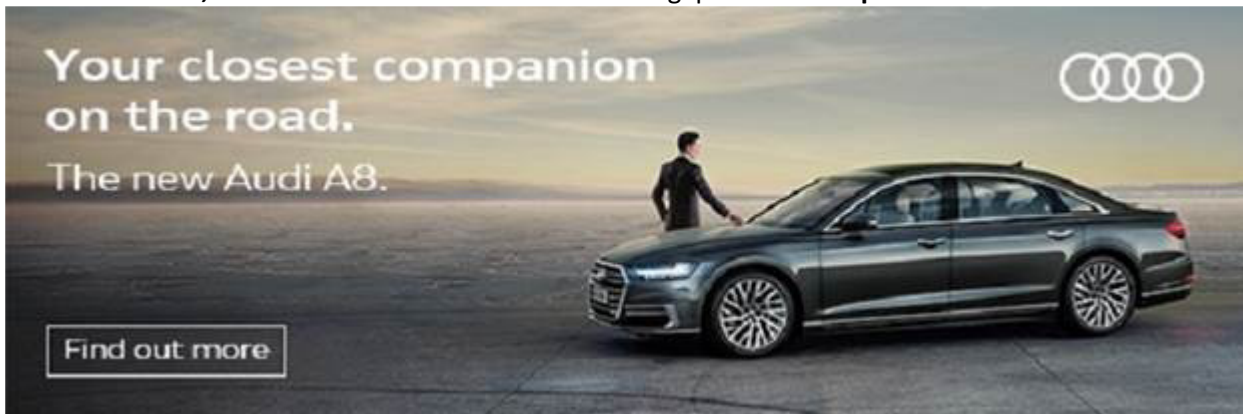
Attached is the marked estimate for your kind reference.

Kindly assist on own damage claim approval.

Thank you.

**Best Regards,
Terrence Tan
Claims Advisor**

Premium Automobiles Pte Ltd (Reg No 199902271W)
55 Ubi Road 1 Road Singapore 408699
p. +65 6388 2323 **d.** +65 6768 9911 **f.** +65 6841 1183
e. claims@premiumauto.com.sg **w.** www.audi.com.sg
Audi Showroom, Audi Centre 281 Alexandra Road Singapore 159938 **p.** +65 6836 2223



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From: Admin-D (LKKAUTO) <admin-d@lkkauto.com>
Sent: Thursday, 9 April 2020 11:50 AM
To: Claims <claims@premiumauto.com.sg>; SUR <sur@lkkauto.com>; assignments <assignments@lkkauto.com>
Subject: Re: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear Terence,

No survey done, please check with Kee Siang.

Note: We are on work from home arrangement. All correspondence should be made via email. Submission of claim related documents will be in softcopy. Any inconvenience caused is much regretted.

Best Regards,

Summer Lee | Admin

LKK Auto Consultants Pte Ltd

Phone: 6741-8434 | email: assignments@lkkauto.com | fax: 6256-4315 Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

From: Claims <claims@premiumauto.com.sg>

Sent: Thursday, 9 April 2020 9:11 AM

To: Admin A <admin-a@lkkauto.com>; Admin-D (LKKAuto) <admin-d@lkkauto.com>; SUR <sur@lkkauto.com>

Cc: 'Claims' <claims@premiumauto.com.sg>

Subject: RE: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear all,

Kindly assist to update us the status of approval.

Thank you.

Best Regards,

Terrence Tan

Claims Advisor

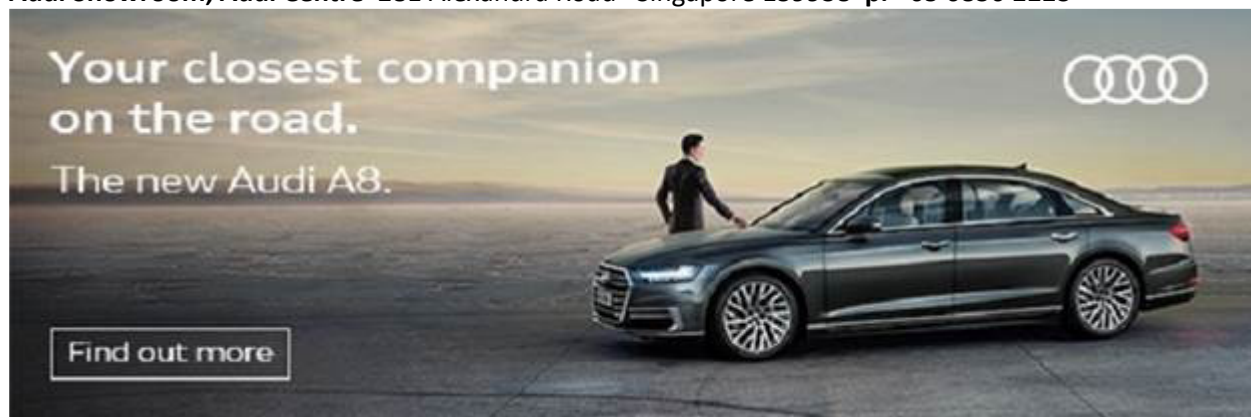
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From: Claims <claims@premiumauto.com.sg>

Sent: Monday, 6 April 2020 3:18 PM

To: 'Claims' <claims@premiumauto.com.sg>; 'Admin A' <admin-a@lkkauto.com>; 'Nivitha (LKK Auto)' <admin-d@lkkauto.com>; 'SUR' <sur@lkkauto.com>

Cc: 'Claims' <claims@premiumauto.com.sg>

Subject: RE: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear all,

Attached is the estimate for your reference.

Best Regards,
Syafiq
Claims Admin Assistant

Premium Automobiles Pte Ltd (Reg No 199902271W)

55 Ubi Road 1 Road Singapore 408699

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From: Claims [<mailto:claims@premiumauto.com.sg>]
Sent: Friday, 3 April 2020 5:29 PM
To: 'Admin A'; 'Nivitha (LKK Auto)'; 'SUR'
Cc: 'Claims'
Subject: OD CLAIM FOR SME 130 C ON 2/4/2020

Dear All,

Kindly register OD claim for this vehicle. Attached are the GIA report and documents for your reference.

We will forward you the estimate once it is available.

Kindly arrange survey on 8/4/2020, 10am.

Owner waiting.

Best Regards,
Syafiq
Claims Admin Assistant

Premium Automobiles Pte Ltd (Reg No 199902271W)

55 Ubi Road 1 Road Singapore 408699

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