

Mei Kwan (LKKAuto)

From: Rachel Wu <RachelWu@msfirstcapital.com.sg>
Sent: Wednesday, 13 May 2020 10:02 AM
To: Mei Kwan (LKKAuto); Asher Sng (LKKAuto); Admin A
Cc: Eileen Lee; Teo Swee Keong; Aini Binte; Jim Soon
Subject: RE: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT
Attachments: MCD620045867-SHC3278K.pdf

Dear Mei Kwan,

Attached of our insured report for your attention.

Thank you

Best Regards

Rachel Wu
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848
| DID : 6507 3862 | Fax No. : 6507 3849 | Email: rachelwu@msfirstcapital.com.sg | Company Regn. No.
195000106C

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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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From: Jim Soon <JimSoon@msfirstcapital.com.sg>
Sent: Tuesday, 12 May 2020 9:20 am
To: Meikwan@lkkauto.com; Asher Sng (LKKAuto <AsherSng@lkkauto.com>); Admin A <admin-a@lkkauto.com>
Cc: Rachel Wu <RachelWu@msfirstcapital.com.sg>; Eileen Lee <EileenLee@msfirstcapital.com.sg>; Teo Swee Keong <TeoSweeKeong@msfirstcapital.com.sg>; Aini Binte <Aini@msfirstcapital.com.sg>
Subject: FW: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT

Dear Mei Kwan,

Kindly be informed that our insured has not reported.

Thank You

Jim Soon
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848 | DID :
6507 3852 | Fax No. : 6507 3849 | Email: JimSoon@msfirstcapital.com.sg | Company Regn. No. 195000106C

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As a response to the COVID 19 outbreak, we are observing staggered working hours and some of us are on Work From Home arrangement. However, we are actively working to support our clients and business partners. We have access to emails and will work to respond in a timely manner.

We appreciate your kind understanding. Stay safe.

From: Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>
Sent: Sunday, May 10, 2020 1:38 PM
To: Motor Claims <MotorClaims@msfirstcapital.com.sg>
Cc: Rachel Wu <RachelWu@msfirstcapital.com.sg>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>; Admin A <admin-a@lkkauto.com>
Subject: RE: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT

***YOUR REF: D20001958MFSH
LKK REF: CC4/FCI20005357/Eea3***

Dear Sir / Madam,

We refer to the above matter.

Kindly advise whether insured has reported. If so, kindly let us have a copy of insured's accident report for our necessary action.

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.

Thank you.

Best Regards,

Mei Kwan | Admin

LKK Auto Consultants Pte Ltd

Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108

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

From: Mei Kwan (LKKAuto)
Sent: Wednesday, 6 May 2020 4:15 PM
To: Jim Soon
Cc: Rachel Wu; Eileen Lee; Teo Swee Keong; Aini Binte; Asher Sng (LKKAuto); Admin A
Subject: RE: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT

***YOUR REF: D20001958MFSH
LKK REF: CC4/FCI20005357/Eea3***

Dear Sir / Madam,

We refer to the above matter.

We have inspected TP vehicle SMP 943R on a WP basis and TP repairer proposed for a direct settlement.

Enclosed for your perusal is:

- Estimated cost of repair
- Preliminary advice

Kindly advise whether insured has reported. If so, kindly let us have a copy of insured's accident report for our necessary action.

Please take note that the case handler in-charge is Asher.

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

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.

Thank you.

Best Regards,

Mei Kwan | Admin

LKK Auto Consultants Pte Ltd

Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108

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

From: Jim Soon [<mailto:JimSoon@msfirstcapital.com.sg>]

Sent: Tuesday, 28 April 2020 12:36 PM

To: Mei Kwan (LKKAuto); Asher Sng (LKKAuto); Admin A

Cc: Rachel Wu; Eileen Lee; Teo Swee Keong; Aini Binte

Subject: RE: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT

Dear Mei Kwan,

Kindly be informed that our insured has not reported.

Thank You

Jim Soon
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848
| DID : 6507 3852| Fax No. : 6507 3849 |Email: JimSoon@msfirstcapital.com.sg |Company Regn. No.
195000106C

A Member of  Insurance Group

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As a response to the COVID 19 outbreak, we are observing staggered working hours and some of us are on Work From Home arrangement. However, we are actively working to support our clients and business partners. We have access to emails and will work to respond in a timely manner.

We appreciate your kind understanding. Stay safe.

From: Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>
Sent: Tuesday, April 28, 2020 11:39 AM
To: Rachel Wu <RachelWu@msfirstcapital.com.sg>; Motor Claims <MotorClaims@msfirstcapital.com.sg>
Cc: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>; Admin A <admin-a@lkkauto.com>
Subject: RE: PRI: SURVEY ASSESSMENT - D20001958MFSH/1 // EXPRESS SETTLEMENT

YOUR REF: D20001958MFSH
LKK REF: CC4/FCI20005357/ea3

Dear Sir / Madam,

We refer to the above matter.

Fyi – vehicle not in and still pending for survey.

Kindly advise whether insured has reported. If so, kindly let us have a copy of insured's accident report for our necessary action.

Please take note that the case handler in-charge is Asher.

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

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.

Thank you.

Best Regards,

Mei Kwan | Admin

LKK Auto Consultants Pte Ltd

Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108

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

From: Claim Workflow System <cwsmotorclaims@msfirstcapital.com.sg>
Sent: Thursday, 23 April 2020 9:43 AM
To: assignments <assignments@lkkauto.com>
Cc: CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG <CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG>;
RACHELWU@MSFIRSTCAPITAL.COM.SG <RACHELWU@MSFIRSTCAPITAL.COM.SG>
Subject: PRI: SURVEY ASSESSMENT - D20001958MFSH/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.