

## Veron Chen (LKKAuto)

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**From:** Too Joon Hwa <shirleytoo@tokiomarine.com.sg> on behalf of Motor Claims <motorclaims@tokiomarine.com.sg>  
**Sent:** Tuesday, 5 May 2020 10:17 AM  
**To:** Veron Chen (LKKAuto); Motor Claims; SUR; Lim Kwok Eng (limke@cdge.com.sg)  
**Subject:** RE: M2002612-FG - : DIRECT SURVEY INSPECTION ON WORKSHOP - COMFORTDELGRO ENGINEERING PTE LTD, DOA: 1/5/2020, SHB 3389D (TP VEHICLE), SLG 6624G (OI VEHICLE)

Hi Veron

Already assigned please see survey remark.

Thanks.

***Kindly note that in accordance with the latest measures introduced by the Government to curb the spread of the Covid-19 virus, our response/processing time may be delayed. All correspondence will be by way of email only. We seek your understanding on the same.***

### Shirley Too

Administrative Assistant, Motor Claims

Tokio Marine Insurance Singapore Ltd.  
20 McCallum Street #09-01 Tokio Marine Centre Singapore 069046  
T (65) 6592 6409 | F (65) 6221 2101 |  
E [shirleytoo@tokiomarine.com.sg](mailto:shirleytoo@tokiomarine.com.sg) | W [www.tokiomarine.com](http://www.tokiomarine.com)

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**From:** Veron Chen (LKKAuto) [mailto:veronchen@lkkauto.com]  
**Sent:** 05/05/2020 9:34 AM  
**To:** Motor Claims <motorclaims@tokiomarine.com.sg>; SUR <sur@lkkauto.com>; Lim Kwok Eng (limke@cdge.com.sg) <limke@cdge.com.sg>  
**Subject:** RE: M2002612-FG - : DIRECT SURVEY INSPECTION ON WORKSHOP - COMFORTDELGRO ENGINEERING PTE LTD, DOA: 1/5/2020, SHB 3389D (TP VEHICLE), SLG 6624G (OI VEHICLE)

Dear Mr Lim,

Kindly submit claim through merimen.

**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,

Veron Chen | Case Handler  
LKK Auto Consultants Pte Ltd  
Phone: 6256-3561 | email :sur@lkkauto.com | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Too Joon Hwa [<mailto:shirleytoo@tokiomarine.com.sg>] **On Behalf Of** Motor Claims  
**Sent:** Tuesday, 5 May 2020 9:31 AM  
**To:** Veron Chen (LKKAuto) <[veronchen@lkkauto.com](mailto:veronchen@lkkauto.com)>; SUR <[sur@lkkauto.com](mailto:sur@lkkauto.com)>  
**Subject:** M2002612-FG - : DIRECT SURVEY INSPECTION ON WORKSHOP - COMFORTDELGRO ENGINEERING PTE LTD,  
DOA: 1/5/2020, SHB 3389D (TP VEHICLE), SLG 6624G (OI VEHICLE)

Hi Veron

Please advice CDGE to submit their claim through Merimen.

Thank you.

*Kindly note that in accordance with the latest measures introduced by the Government to curb the spread of the Covid-19 virus, our response/processing time may be delayed. All correspondence will be by way of email only. We seek your understanding on the same.*

## Shirley Too

Administrative Assistant, Motor Claims

Tokio Marine Insurance Singapore Ltd.  
20 McCallum Street #09-01 Tokio Marine Centre Singapore 069046  
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**From:** Veron Chen (LKKAuto) [<mailto:veronchen@lkkauto.com>]  
**Sent:** 05/05/2020 9:15 AM  
**To:** SUR <[sur@lkkauto.com](mailto:sur@lkkauto.com)>; Motor Claims <[motorclaims@tokiomarine.com.sg](mailto:motorclaims@tokiomarine.com.sg)>  
**Subject:** DIRECT SURVEY INSPECTION ON WORKSHOP - COMFORTDELGRO ENGINEERING PTE LTD, DOA: 1/5/2020, SHB 3389D (TP VEHICLE), SLG 6624G (OI VEHICLE)

Dear Sir,

Please be informed that we had inspected the vehicle SHB 3389D, M/s: COMFORTDELGRO ENGINEERING PTE LTD, 59 LOYANG DRIVE SINGAPORE 508969 on 4/5/2020

Enclosed herewith a copy of TP's GIA report, estimated cost of repair and preliminary revised.

Meanwhile, kindly create claim in merimen 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.**

Best Regards,  
Veron Chen | Case Handler  
LKK Auto Consultants Pte Ltd  
Phone: 6256-3561 | email :sur@lkkauto.com | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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