

PTE/GBB2981X/20200515/DS-CL  
10/09/2020

M/s MS First Capital Insurance Ltd  
36 Robinson Road  
#16-01 City House  
Singapore 068877  
Attn: Motor Claims Department

WITHOUT PREJUDICE

Dear Sirs

ACCIDENT ON 15/05/2020 INVOLVING GBB2981X & SHC272X  
ALONG 435A BUKIT BATOK WEST AVE 5

We are the authorised repair workshop for the owner of vehicle, GBB2981X, which was involved in the captioned accident with your insured's vehicle. The vehicle owner has requested and authorised us to assist him/her in presenting his claim against the party responsible for the damage to the vehicle.

As the accident was caused by the negligent act of your insured, SHC272X, we are submitting these claims for your consideration on behalf of the owner/driver/claimant.

1. Cost of Repairs	941.60
2. Car Rental	-
3. Loss of Use	600.00
4. Surveyor Fee	-
5. LTA Fee	-
6. TP/GIA Fee	-
7. Medical	-
8. Others	-

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(E&OE) 1,541.60

We enclose the following documents to support the claims: -

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Repair/Excess Bill   | <input checked="" type="checkbox"/> Insurance Certificate |
| <input type="checkbox"/> Surveyor Report                 | <input checked="" type="checkbox"/> Power of Attorney     |
| <input type="checkbox"/> Coloured Photographs            | <input type="checkbox"/> Car Rental Bill                  |
| <input checked="" type="checkbox"/> GIA/Police Report(s) | <input type="checkbox"/> Medical Bill                     |
| <input checked="" type="checkbox"/> GIA/TP Search        | <input type="checkbox"/> Witness Statement                |
| <input type="checkbox"/> Others: _____                   |   |

Kindly look into the matter and let us hear from you on the settlement of our client's claim as soon as possible.

Please note that it is a condition of any settlement reached that it shall be without prejudice to any personal injury claim (if any) of the owner/driver/claimant.

Yours faithfully

Cecilia Lee

CDGE Claims Department

205 Braddell Road S(579701)

DID: 6383 7824 FAX: 6281 5767 Email: cecilialee@sparkcarcare.com



ComfortDelGro Engineering

ComfortDelGro Engineering Pte Ltd

Corporate Office  
205 Braddell Road Singapore 579701  
Mainline +65 6383 6280  
Facsimile +65 6280 9755

Company Registration No: 199506045W

Car Care Centres

Braddell  
205 Braddell Road  
Singapore 579701  
Tel 6383 8110

Loyang  
59 Loyang Drive  
Singapore 508969  
Tel 6214 8300

Pandan  
45 Pandan Road  
Singapore 609286  
Tel 6338 8778

Senoko  
24 Senoko Loop  
Singapore 758156  
Tel 6757 8760

Sin Ming  
383 Sin Ming Drive  
Singapore 575717  
Tel 6553 0400

Sungei Kadut  
7 Sungei Kadut Way  
Singapore 728791  
Tel 6369 7369

Ubi  
320 Ubi Road 3  
Singapore 408649  
Tel 6848 5721

www.SPARKcarcare.com

A member of

COMFORTDELGRO



# COMFORTDELGRO ENGINEERING PTE LTD

A member of COMFORTDELGRO

## POWER OF ATTORNEY

ACCIDENT INVOLVING (Owner's Vehicle No.) GBB 2981X and (Third Party's Vehicle No.)  
SAC 272X on 15.05.2020 along Bik 435A Bkit Batak Wot  
Ac 5

Policy Nos: \_\_\_\_\_

BY THIS POWER OF ATTORNEY, \*I/We, Aetas Security Management P/L \*NRIC/Passport

No. 206200601N (Address)\* \_\_\_\_\_

\_\_\_\_\_ / \_\_\_\_\_ a company

incorporate in Singapore and having its registered office at (Address)\* \_\_\_\_\_

\_\_\_\_\_ owner of Vehicle Registered No. GBB2981X

\_\_\_\_\_ hereby irrevocably appoint ComfortDelGro Engineering Pte Ltd (CDGE), a  
company incorporated in Singapore and having its registered office at \_\_\_\_\_

its agents or any person authorized by CDGE to be \*my/our Attorney and in \*my/our name(s) and on \*my/our behalf  
to do all or any of the following:

1. To submit, resolve and make any claim(s) (including the commencement of legal proceedings) which \*I/we may have against the other \*party/parties to the Accident and under the insurance \*policy/policies taken up by such \*party/parties or alternatively under Insurance Policy No. \_\_\_\_\_ taken up by \*me/us in respect of the cost of repairs, loss of use and at all other costs and expenses, etc. suffered by \*me/us arising from the Accident (loss and damage).
2. For the purpose of such claim(s) as aforesaid, to appoint solicitors on \*my/our behalf as \*my/our Attorney **shall in his absolute discretion, deem fit.**
3. To collect payment(s) due in respect of any such claim(s) for the loss and damage, such payment to be made by way of cheque in favor of ComfortDelGro Engineering Pte Ltd, CDGE and to give a valid receipt and discharge therefor.
4. For any of the purposes aforesaid, **to execute, sign, seal and deliver all documents whatsoever in relation thereto.**
5. Generally **do all such acts as it shall deem necessary for the purpose of settling such claim(s) and**
6. **To agree to any settlement at the absolute discretion of CDGE.**

\*I/We hereby declare that all acts, instruments and documents done by virtue of this Power of Attorney on \*my/our behalf by the Attorney, its agents or any person authorized by CDGE in that behalf shall be as good valid and effectual to all intents and purposes whatsoever as if the same had been done or executed by \*me/us in \*my/our own proper person(s) and \*I/We hereby ratify and confirm, all acts, instruments and documents done or executed by virtue of the authority and powers hereby conferred.

\*I/We hereby further declare that **the powers and authority hereby conferred shall remain irrevocable.**

\*I/We further confirm that the acceptance by CDGE of the settlement amount in respect of such constitute the full discharge of my/our claim(s) in respect of such loss and damage.

\*IN WITNESS WHEREOF, \*I/We have hereunto to set \*my/our hand and seal this day 02 of the month of  
06, Year Two Thousand - (2020)

Signed, Sealed & Delivered By



Customers Name \_\_\_\_\_  
NRIC No.: \_\_\_\_\_  
Co's rubber Stamp \_\_\_\_\_

**delete as appropriate. Insurance**



### DISCHARGE RECEIPT

CLAIM REFERENCE : D20002162MFSH  
ACCIDENT DATE : 15/05/2020  
ACCIDENT LOCATION : BLK 435A BUKIT BATOK WEST AVE 5  
INSURED : CITYCAB PTE LTD  
INSURED DRIVER : TAN YEW SENG  
INSURED VEHICLE : SHC 272X  
INVOLVED PARTY : GBB 2981X  
SETTLEMENT SUM : \$ 1,241.60

I/We, the undernoted CLAIMANT being the person/entity entitled to receive the compensation in relation to the accident, hereby agree to accept the SETTLEMENT SUM as full and final settlement of all claims for damages, costs & disbursements arising out of the ACCIDENT, and I/WE also agree that the said settlement sum:

1. is paid without admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and/or its INSURED DRIVER in respect of the said loss and for damage whether now or hereafter to become manifest.

2. is accepted by me/us to the intent that the said MS First Capital Insurance Limited and /or its INSURED and/or its INSURED DRIVER be absolutely and finally discharged from all claims whatsoever which I/WE now or hereafter may have arising out of or connected with or traceable to the said accident.

I/WE acknowledge that this DISCHARGE RECEIPT is not to be construed as an admission of liability on the part of MS First Capital Insurance Limited and/or its INSURED and /or its INSURED DRIVER and it shall not be used as evidence in any claims or actions which may be made against them or any of them.

CLAIMANT : AETOS SECURITY MANAGEMENT PTE LTD

Signature and Date :

WITNESS : **CLAIMS DEPARTMENT**  
**COMFORTDELGRO ENGINEERING PTE LTD**  
205 BRADDELL ROAD  
SINGAPORE 579701

Signature and Date :

  
Jenny K...  
Logistics Executive  
03/05/2021  
03/05/2021

Please forward your cheque made payable to:  
**COMFORTDELGRO ENGINEERING PTE LTD**

"The contents of this document apply to vehicle damages only. All personal injuries and damages arising therefrom are excluded from the ambit and application of this document."

**ComfortDelGro Engineering Pte Ltd**

Corporate Office  
205 Braddell Road  
Singapore 579701  
Mainline + 65 6383 6280  
Facsimile + 65 6280 9755  
www.cde.com.sg

Car Care Centres  
205 Braddell Road Singapore 579701  
59 Loring Drive Singapore 508560  
45 Pandan Road Singapore 602086  
383 Sin Ming Drive Singapore 575717  
7 Sungei Kadut Way Singapore 728791  
320 Ubi Road 2 Singapore 408649  
www.SPARKcarcare.com

Tel: 6383 8110  
Tel: 6214 8300  
Tel: 6338 8778  
Tel: 6553 0400  
Tel: 6369 7369  
Tel: 6848 5721



ComfortDelGro Engineering

COMPANY REG. NO: 199506048W

**TAX INVOICE**

GST REG. NO. M2-8921817-3

8010024

VEHICLE NO

GBB2981X

INVOICE NO. /DATE

91521243 27.08.2020

COMPANY MS FIRST CAPITAL INSURANCE LTD

MAKE

TOYOTA

JOB NO.

305419080

ROBINSON ROAD, CITY HOUSE #16-01 #36  
SG 068877

MODEL

HIACE

ODOMETER READING

CONTACT NO: 62222311

PO NUMBER: DOA 15/05/2020

DATE/TIME IN

27.08.2020 09:04

DATE/TIME OUT

27.08.2020 09:06

S/NO	DESCRIPTION	QTY	UNIT PRICE (S\$)	DISCOUNT	NET PRICE (S\$)
01	LONG STICKER	1 EAC	200.00	NA	200.00
02	SHORT STICKER	1 EAC	80.00	NA	80.00
03	LABOUR CHARGES	1 EAC	600.00	NA	600.00
Total Amount					880.00
Add GST					61.60
Net Amount Payable					941.60

Issued by  
Repair Type  
Payment term

: DEVMCS04 27.08.2020 09:09:15  
: CUSO/52/5T  
: /Z030

- 1) WHILST TAKING ALL REASONABLE PRECAUTIONS AGAINST FIRE, THEFT OR ACCIDENTAL DAMAGE, THE COMPANY ACCEPTS NO RESPONSIBILITY FOR CARS OR OTHER PROPERTIES BELONGING TO CUSTOMERS AND VEHICLES ARE DRIVEN AND TESTED AT OWNERS' RISK.
- 2) CUSTOMERS SHALL INSPECT THEIR VEHICLES IMMEDIATELY UPON DELIVERY AND SHALL WITHIN 7 DAYS FROM SUCH DELIVERY GIVE NOTICE IN WRITING TO THE COMPANY OF ANY COMPLAINTS. OTHERWISE, THE VEHICLES WILL BE DEEMED TO HAVE BEEN ACCEPTED IN GOOD ORDER.
- 3) INTEREST OF 1% PER MONTH WILL BE CHARGED ON A DAY TO DAY BASIS IN RESPECT OF ANY AMOUNT DUE AND OWING TO THE COMPANY BY THE CUSTOMER AND NOT PAID ON THE DUE DATE OF PAYMENT (I.E. AFTER 30 DAYS FROM THE INVOICE) FOR THE PERIOD OF DEFAULT.
- 4) PLEASE EXAMINE THIS INVOICE IMMEDIATELY UPON RECEIPT AND ADVISE THE COMPANY OF ANY ERRORS OR DISCREPANCIES WITHIN 14 DAYS OF RECEIPT. IF THE COMPANY DOES NOT HEAR FROM THE CUSTOMER, THE COMPANY WILL TREAT THIS INVOICE AS CORRECT AND BINDING.

PAGE: 1 OF 1

Cheque should be crossed and made payable to "ComfortDelGro Engineering Pte Ltd"

ComfortDelGro Engineering Pte Ltd  
A member of COMFORTDELGRO

Head Office:  
205 Braddell Road  
Blk C Ext 1 Level 2  
Singapore 579701

Attn: Finance Department

Kindly note that no receipt shall be issued unless requested.

CUSTOMER'S COPY

ACCOUNT No.	INVOICE No.	AMOUNT	BANK/CHQ No
8010024	91521243		

## Jasper Chua (LKK Auto)

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**From:** Merina Chia <MerinaChia@msfirstcapital.com.sg>  
**Sent:** Tuesday, 16 February 2021 11:36 AM  
**To:** Jasper Chua (LKK Auto)  
**Cc:** Admin A  
**Subject:** RE: New survey assignment , MSFCIL D20002162MFSH // EXPRESS SETTLEMENT/ GBB 2981X / LKK ref :CC4/FCI20005841/Gba3q2

Dear Jasper,

Please proceed to negotiate from **\$1,121.60-\$1,241.60**.

- Loss of use - \$60-\$100 x 3 days

Thank you.

Best Regards,  
Merina Chia (Ms)  
Motor Claims Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848 | DID : 6507 3856  
| Fax No. : 6507 3849 | Email: [merinachia@msfirstcapital.com.sg](mailto:merinachia@msfirstcapital.com.sg) | Company Regn. No. 195000106C  
A Member of **MS&AD** Insurance Group

**As a response to the COVID19 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 partners. We have access to e-mails and will work to respond in a timely manner. We appreciate your kind understanding. Stay safe.**

*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.*

*Confidentiality Notice: This e-mail is confidential. It may also be legally privileged. If you are not the addressee or to whom it is intended, you may not copy, forward, disclose or use any part of it. If you have received this message in error, please delete the message and all copies from your system and notify the sender immediately by return e-mail.*

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**From:** Jasper Chua (LKK Auto) <jasperchua@lkkauto.com>  
**Sent:** Monday, 18 January 2021 2:57 PM  
**To:** Merina Chia <MerinaChia@msfirstcapital.com.sg>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** New survey assignment , MSFCIL D20002162MFSH // EXPRESS SETTLEMENT/ GBB 2981X / LKK ref :CC4/FCI20005841/Gba3q2

Dear Sir/Mdm,

We refer to the subject matter.

It was reported that Insured vehicle reversing out from parking lot and hit third party

Summary to offer to repairer **COMFORTDELGRO ENGINEERING PTE LTD** is as follows:

TP CLAIMED		REVISED -TO OFFER
Cost of Repair (w/gst)	\$ 1,562.20	\$ 941.60

Loss of Use (\$150.00 x 4 days )	\$ 600.00	\$ 600.00
<b>Proposed Total</b>	<b>\$ 2,162.20</b>	<b>\$ 1,541.60</b>

Breakdown of days is as follows:

Recommended days	3 Days
Weekends / Downtime	1 Days
<b>TOTAL DAYS</b>	<b>4 Days</b>

For your approval and/or further instruction please.

Thank you.

Best Regards,

**Jasper Chua** | Case Handler

**LKK Auto Consultants Pte Ltd**

Phone: 6841-2928 | email: [jasperchua@lkkauto.com](mailto:jasperchua@lkkauto.com) | fax: 6741-4108

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

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**From:** Merina Chia <[MerinaChia@msfirstcapital.com.sg](mailto:MerinaChia@msfirstcapital.com.sg)>

**Sent:** Monday, 8 June 2020 4:59 PM

**To:** Jasper Chua (LKK Auto) <[jasperchua@lkkauto.com](mailto:jasperchua@lkkauto.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: New survey assignment , MSFCIL D20002162MFSH // EXPRESS SETTLEMENT

Dear Jasper,

We are agreeable with your proposal on liability.

Thank you.

Best Regards,

Merina Chia (Ms)

Motor Claims Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848 | DID : 6507 3856

| Fax No. : 6507 3849 | Email: [merinachia@msfirstcapital.com.sg](mailto:merinachia@msfirstcapital.com.sg) | Company Regn. No. 195000106C

**A Member of  Insurance Group**

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