



**Teamwork Garage Pte Ltd**  
53 Ubi Avenue 1 #01-23/24 Singapore 408934  
Paya Ubi Industrial Park  
Tel: 6844 2475 Fax: 6844 2474  
Email: [claims@teamworkgarage.com](mailto:claims@teamworkgarage.com)  
GST Register No: 201015366H

25<sup>th</sup> August 2020

Our reference: 2007-16

Your reference: SH6244G

**India International Insurance Pte Ltd**

**BY HAND**

64 Cecil Street  
#05-00 IOB Building  
Singapore 409711

**Attn: Motor Claims Department**

Dear Sir/ Madam,

Claimant : YOU SERVICES PTE LTD  
Address : 6001 BEACH ROAD #02-62 GOLDEN MILE TOWER S ( 199589 )

We are instructed by the above named to claim damages against your insured/your insured's driver in connection with a road accident on **11 JULY 2020** along **THE ALLEY OF ROBINSON SUITES** involving our client's vehicle registration number **GBJ1405H** and vehicle registrations number **SH6244G** driven by you/your insured's driver at the material time.

The accident was caused by your insured negligent driving and/or management of the vehicle. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expense, particulars of which are as follows:-

Cost of Repair	:	\$ 1,872.50
Loss of Rental	:	\$ 1,000.00
LTA search fee	:	\$ 7.49
Purchase 3P GIA Report	:	\$ 29.00
Total	:	\$ 2,908.99

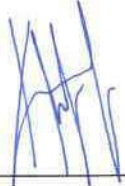
A copy of each of the following supporting documents are enclosed:-

- a) Our Client's Accident Report/Police Report;
- b) COE/PARF Certificates;
- c) Owner / Driver's IC & Driving License;
- d) LTA Search Fee;
- e) Purchase 3P GIA Report;
- f) Certificate of Insurance;
- g) Letter Of Authorisation;
- h) Tax Invoice;
- i) Satisfaction of Repaired Vehicle;
- j) Rental Agreement & Official Receipt;

The demand herein is in respect of our client's claim for damages pertaining to their motor vehicle and any settlement following or subsequent of this demand shall not prejudice our client's claim in respect of damages and consequential loss in relation to personal injuries.

Please send to us an acknowledgement of receipt of this letter with 14 days of your receipt of this letter, failing which our client will have no alternative but to commence proceedings against you without further notice to you or your insurer. Our client's claim is quantified based on the supporting documents in our file. Until a settlement is reached, all negotiations are conducted on the basis that the damages quantified herein are subject to revision if so instructed by our client.

Yours faithfully,



Teamwork Garage Pte Ltd

Encl.

## LETTER OF AUTHORIZATION

To India International Insurance Pte Ltd (Third party insurance & Workshop)  
Claimant You Services Pte Ltd

Dear Sirs,

I/We, You Services Pte Ltd owner of vehicle no. GBH1405H

hereby authorize my/our repairer, TEAMWORK GARAGE PTE LTD

act as my/our agent and proceed on behalf for me/us with respect to my/our claim for repair costs and/or rental and/or loss of use ("claim") for my/our vehicle no. GBH1405H that was damage pursuant to the accident which occurred at/along

THE ALLEY OF ROBINSONS SUITES  
involving vehicle nos. GBH1405H & SH6244G

I/We hereby irrevocably assign absolutely to you that I/we have authorized and assigned all compensation monies pertaining the above mentioned accident due to me/us to my/our repairer/solicitors TEAMWORK GARAGE PTE LTD. I/We hereby authorize you to forward and release all compensation settlement cheques(s) due to the settlement to my/our repairer/solicitors TEAMWORK GARAGE PTE LTD pertaining to above said accident whom I/we authorized and assigned to collect the said compensation monies.

I/We further acknowledge that any settlement the workshop may reach on my/our behalf is on a without prejudice and without admission of liability basis insofar as the driver/owner/insurers of the other vehicle/s concerned.

I/We acknowledge that the Discharge Voucher applies only to my/our property damage and will not affect any of the personal injuries claim(s) involved and/or uninsured losses claim in a later date. Further the settlement terms herein should not be used as an evidence to prejudice to any personal injuries claim(s) involved and/or other uninsured losses claim arising of the subject matter in the action.

Thank you.

Dated this 25 day of Aug (month) 20 20 (year)

Signature of owner vehicle (claimant) .....

Name of owner of vehicle (claimant) YOU SERVICES PTE LTD

NRIC Number (claimant) .....

Type text here

Any amendments made in this form will not be valid unless approved and endorsed by the management of the workshop



## EXPRESS SETTLEMENT

### DISCHARGE VOUCHER III- Direct Settlement (PODS)

India Ref: MCT20070146  
Claimant Ref: 2007-16 (GBJ1405H)

This Discharge Voucher applies only to the claimant's claim for his property damage and will not affect his personal injuries claim and/or uninsured losses claim in a later date. Further the settlement terms herein should not be used as an evidence to prejudice to the claimant's personal injuries claim and/or other uninsured losses claim arising of the subject matter in the action.

We/I, Teamwork Garage Pte Ltd ("the workshop") hereby confirm that we/I have reached an agreement with the appointed Surveyor of India International Insurance Pte Ltd LKK Auto Consultants Pte Ltd (name of Surveyor) with respect to the amount claimed for S\$ 2,100.00 (Global Sum) (repair cost), S\$                      (loss of accidental), S\$                      (search fee), vehicle no. GBJ1405H that was damaged pursuant to the accident which occurred on 11/07/2020 (date) at THE ALLEY OF THE ROBINSON SUITES (location) involving vehicle no. SH6244G (insured vehicle). This is pursuant to the inspection conducted on 15/07/2020 (date) at "the workshop".

We/I confirm that we/I are/am authorized by the owner YOU SERVICES PTE LTD ("the third party claimant") of vehicle no. GBJ1405H to make the claim as set out in the above paragraph and we/I have full authority to settle the matter on his/her behalf in a manner that we/I deem fit. We/I enclose herein the letter of authority given by "the third party claimant".

We/I further confirm that we/I will indemnify India International Insurance Pte Ltd for all damages, loss and/or expense that they will or have already incurred in the event that "the third party claimant" after the above said agreement lodges a further claim against the former for any loss and expenses suffered pertaining to cost of repairs and/or rental and/or loss of use pursuant to the damage to GBJ1405H (vehicle no.) as a result of the accident.

We/I confirm that the agreement reached above is in full and final settlement of all claims of "the third party claimant" pursuant to the accident and that further this settlement is reached on a without prejudice and without admission of liability basis.

This agreement is subject to the application of Singapore law and the Singapore Courts have exclusive jurisdiction over any dispute arising out of the same.

We/I authorize you to pay the total amount of S\$ 2,100.00 to Teamwork Garage Pte Ltd

Dated this 18 day of September 20 20

CLAIMANT:

Signature:



Signed by "the workshop" (with chop)

Name:

NRIC:

Address:

Nationality:

Occupation:

**TEAMWORK GARAGE PTE LTD**

No. 53 Ubi Avenue 1, #01-24

Paya Ubi Industrial Park

Singapore 408934

Tel: 6844 2475 Fax: 6844 2474

WITNESS:

Signature:



MTH

Signed by appointed Surveyor

Name:

NRIC:

Address:

Nationality:

Occupation:

LKK Auto Consultants Pte Ltd

199607198R

51 Ubi Avenue 1

#01-25 Paya Ubi Ind. Park S(408933)



**TEAMWORK GARAGE PTE LTD**

BLK 53 UBI AVE 1 #01-23/24  
PAYA UBI INDUSTRIAL PARK  
SINGAPORE 408934

(TEL) (65) 6844 2475 (FAX) (65) 6844 2474

(E-MAIL) claims@teamworkgarage.com

UEN No. 201015366H

GST Reg No: 201015366H

**Bill To:**

INDIA INTERNATIONAL INSURANCE PTE LTD  
64 CECIL STREET #05-00 IOB BUILDING  
SINGAPORE 049711

# Tax Invoice

Invoice number : TI-7873

Date : 25/08/2020

Terms : C.O.D.

Vehicle number : GBJ1405H

Make / Model : TOYOTA HIACE

Description	Amount (\$\$)
ACCIDENT INVOLVING GBJ1405H / SH6244G ON 11.07.2020 ALONG THE ALLEY OF ROBINSON SUITES  INCLUSIVE OF SUPPLYING PARTS, LABOUR, PANEL BEATING AND SPRAY PAINTING  LUMP SUM BILLING	\$1,750.00
Thank you for your business and have a nice day !	

Reference : 2007-16

\* Cheque payment should be issued in favour to TEAMWORK GARAGE PTE LTD  
PAYNOW UEN: 201015366H

\*\* Please ensure that your vehicle is of good condition upon the point of collection.

E. & O. E

<b>Subtotal</b>	\$1,750.00
<b>Add: GST 7%</b>	<b>\$122.50</b>
<b>Total Inc GST 7%</b>	<b>\$1,872.50</b>
<b>Less: Deposit</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$1,872.50</b>



TEAMWORK GARAGE PTE LTD

CUSTOMER'S SIGNATURE

# K & t Cars

53 Ubi Ave 1 #01-23 Paya Ubi Ind Park Singapore 408934  
Tel: 6844 5938 Fax: 6285 5228 Email : kntcars@gmail.com  
Biz Reg. No.: 53208965X

No.: 3680

## OFFICIAL RECEIPT

Date: 17 July 2020

Received from You Services Pte Ltd

The Sum of Dollars One thousand dollars only.

Being payment of GBH5250X Toyota Hiace 14 July 2020 - 17 Jul 2020

\$ 1000

K & t Cars





Authorised Signature

Cheque No.: \_\_\_\_\_

# K & t Cars

53 Ubi Ave 1 #01-23 Paya Ubi Ind Park  
Singapore 408934  
Tel: 6844 5938 Fax: 6285 5228  
Email: kntcars@gmail.com  
Biz Reg. No.: 53208965X

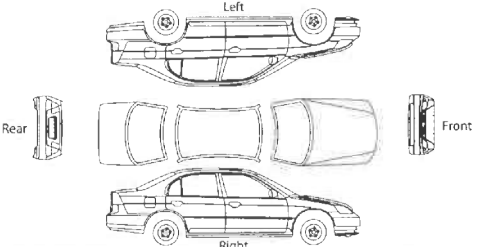
## VEHICLE RENTAL AGREEMENT

NO.: KT-04727


Veh. No.: <u>GBH525DX</u>	Replace Veh. No.: <u>GBJ140FH</u>
Veh. M / M: <u>Toyota Hiace</u>	Replace Veh. M / M: <u>Toyota Hiace</u>

Biz Reg. No. 55200553X

HIRER'S PARTICULAR		<input type="checkbox"/> SAME AS HIRER	DRIVER'S PARTICULAR	
Name: You Services Pte Ltd			Name: Ku Choon Keat	
Address: 6001 Beach Road #02-62			Address: Blk 452 Ang Mo Kio Ave 10	
Golden Mile Tower			#01-1777 S(560452)	
I/C: —	D.O.B: —		I/C: 98524223M	D.O.B: 31 Dec 1993
Contact: —	Pass Date: —		Contact: 88097550	Pass Date: 24 Oct 2018

	A - ACCIDENT	Hirer's acceptance
	C - CRACKED	
	D - DENTS	Driver's acceptance
	S - SCRATCHES	





RENTAL DETAILS					
Mileage Out		REMARKS	Mileage In		REMARKS
Date Out	<u>14 JULY 2020</u>		Date In	<u>17 JULY 2020</u>	
Time Out	<u>09 43</u>		Time In	<u>1400</u>	
ASSIGNED BY			CHECKED BY		

RENTAL CHARGES					PETROL / DIESEL LEVEL						
Daily	@ \$	250 	4	Days @ \$	1000	OUT	E	1/4	1/2	3/4	F
Weekly	@ \$			Wks @ \$							
Monthly	@ \$			Mth @ \$		IN	E	1/4	1/2	3/4	F
Hours	@ \$			Hrs @ \$							
*Inclusive of additional charges (if any)			Amt payable*	\$	Petrol Charges		YES	NO	AMT: _____		
					CDW		YES	NO	AMT: _____		
Payment: <input type="checkbox"/> CASH <input type="checkbox"/> NETS <input type="checkbox"/> CHQ <input type="checkbox"/> VISA <input type="checkbox"/> MAST						Security Deposit		YES	NO	AMT: _____	
Bank / Cheque No.:						Advance Payment		YES	NO	AMT: _____	

I/We have read and agree to the terms and conditions stated on this page and overleaf. I/We am/are also aware that should there be any parking and/or traffic offence committed during the leasing period when the vehicle is in my/our possession, we will be billed accordingly. Subsequently, our personal details may be tender accordingly to the government parking and/or traffic offence department. With us undersigning below, I/We am/are sure that all information I/We have given to K & t CARS in connection with this agreement are true and accurate.

### IMPORTANT INFORMATION (To be go through by the personnel of K & t CARS to the hirer and/or driver upon leasing of vehicle)

- ❖ Only persons above 26 and below 60 years of age with 2 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 K & t CARS.
- ❖ Use of the vehicle illegal purpose such as in connection with theft, drug peddling or trafficking, smuggling is strictly prohibited.
- ❖ Additional drivers are required to register with us before they are allowed to drive the vehicle. Otherwise, he/she will not be protected by the insurance cover.
- ❖ The hirer shall be liable for excess charges for any late return of the rate shown per hour or on a per day basis.
- ❖ In case of any accident, the hirer MUST report to K & t CARS immediately regardless of the seriousness of the impact occurred. If there are bodily injuries, a police report MUST be made within the next 24 hours.
- ❖ In view of all accident, the hirer will bear the full responsibility for the SGD\$3,500/- excess payable to K & t-CARS and also the first SGD\$3,500/- excess for damaged to the third party vehicle.

ACKNOWLEDGEMENT	
 	 
Signature of hirer / driver (company stamp if any)	For and on behalf of K & t CARS (authorised signature only)



Land Transport Authority

10 Sin Ming Drive

Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 14 Jul 2020 / 11:59:23

Receipt Date/Time : 14 Jul 2020 / 11:59:23

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-200714-001452

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Result of Insurance Enquiry - SH6244G				
As at 11 Jul 2020/15:00:00				
Insurance Co: INDIA INT'L INS PTE LTD				
1	Insurance Enquiry - SH6244G			
	Enquiry Fee	7.00	0.49	7.49
	20200714115826619125			
<b>Sub-Total</b>		7.00	0.49	7.49
<b>Total Before Rounding</b>		7.00	0.49	7.49
<b>Rounding Difference</b>				0.04
<b>Total Amount Payable</b>				7.45
Paid By				
	540191XXXXXX0175	eNETS Credit Card		7.45
	Total			7.45
	Cash Change			0.00
	Tendered Amount			7.45
	Excess Refundable Amount			0.00

THANK YOU AND HAVE A NICE DAY!

Please ensure that all payments to the Authority are good and promptly settled by the payment service provider / financial institution. Otherwise, the transaction and receipt is considered void and late fee may apply.





RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

**TAX INVOICE**

Our Ref No: GR-20-081861

Date of Request: 14/07/2020

Your Ref No:

PURCHASE BY EMAIL

TEAMWORK GARAGE PTE LTD  
53 UBI AVE 1 #01-24, PAYA UBI INDUSTRIAL PARK  
SINGAPORE 408934

Dear Sir/Madam,

Date of Accident: 11/07/2020

Vehicle No: GBJ1405H

Place of Accident: the alley of the robinson suites

Involving Vehicle No: SH6244G

With reference to your application for the accident report, we have attached the following accident reports as requested:

DOCUMENTS	ACCIDENT LOCATION	PER DOC (\$\$)	QTY	AMOUNT (\$\$)
SH6244G	the alley of the robinson suites	14.00	1	13.08
GST Amount				0.92
Total Amount Due (GST Inclusive)				14.00

The images provided to you are taken from the original reports forwarded to the centre by the members of the General Insurance Association of Singapore and we take no responsibility for their accuracy or contents and shall be under no liability whatsoever for any loss or damage arising out of or in connection with the reports or their images.

Thank You.

This is a computer generated document and requires no signature.

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For GIARMC Official use:

Date:

[ ] GIRO [X] Cash [ ] Cheque



RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580  
Phone: +65 6224 0010 Fax: +65 6224 0030  
Operating Hours: Monday to Friday 9am to 5pm  
GST Registration No: M400017735

**TAX INVOICE**

3P

Our Ref No: GR-20-081860

Date of Request: 14/07/2020

Your Ref No: PURCHASE BY EMAIL

TEAMWORK GARAGE PTE LTD  
53 UBI AVE 1 #01-24, PAYA UBI INDUSTRIAL PARK  
SINGAPORE 408934

Dear Sir/Madam,

Your Vehicle No: GBJ1405H

Date of Accident: 11/07/2020

Place of Accident: THE ALLEY OF THE ROBINSON SUITES

Involving Vehicle No: SH6244G

DESCRIPTION	AMOUNT (S\$)
E-File Search Fee (Public)	14.02
GST Amount	0.98
Total Amount Due (GST Inclusive)	15.00

Thank You.

This is a computer generated document and requires no signature.

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For GIARMC Official use:

Date:

☐ GIRO ☒ Cash ☐ Cheque