

## Denise Tay (LKKAUTO)

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**From:** Denise Tay (LKKAUTO)  
**Sent:** Monday, 3 August 2020 1:57 PM  
**To:** 'Claims'; Admin-D (LKKAUTO); Admin A; SUR  
**Subject:** RE: OD CLAIM FOR SDP 5550 P ON 22/7/2020

Dear Sir,

As instructed by our client, please proceed to repair the insured vehicle **SDP 5550P (Excess \$500/-)**.

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](mailto:denisetay@lkkauto.com) | fax: 6256-4315

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

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

**Sent:** Monday, 3 August 2020 8:43 AM

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

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

**Subject:** RE: OD CLAIM FOR SDP 5550 P ON 22/7/2020

Dear all,

Any update on claim approval?

Thank you.

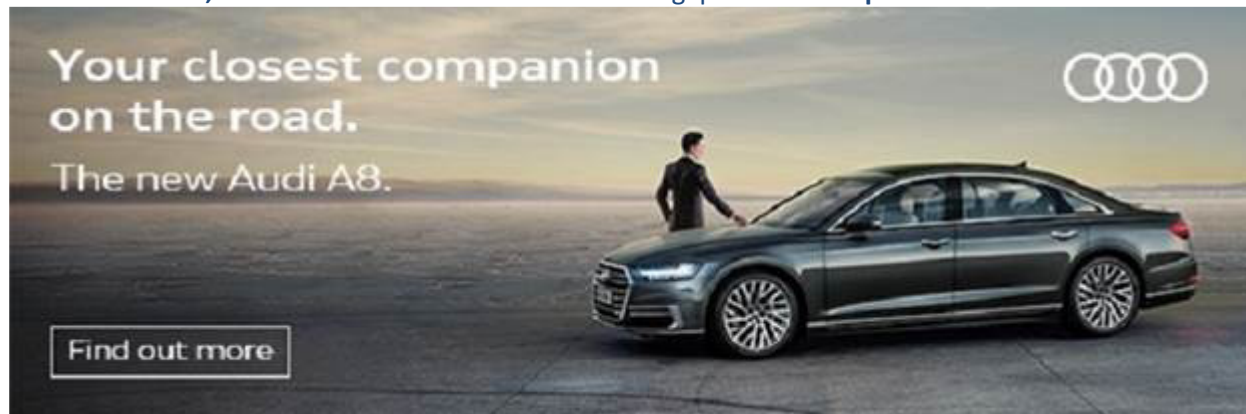
**Best Regards,  
Terrence Tan  
Claims Advisor**

**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](mailto:claims@premiumauto.com.sg) w. [www.audi.com.sg](http://www.audi.com.sg)

Audi Showroom, Audi Centre 281 Alexandra Road Singapore 159938 p. +65 6836 2223



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**From:** Claims [<mailto:claims@premiumauto.com.sg>]

**Sent:** Saturday, 1 August 2020 11:11 AM

**To:** 'Claims'; 'Summer Lee (LKK Auto)'; 'Admin A'; [sur@lkkauto.com](mailto:sur@lkkauto.com)

**Cc:** 'Claims'

**Subject:** RE: OD CLAIM FOR SDP 5550 P ON 22/7/2020

Dear all,

Kindly assist on claim approval urgently.

Thank you.

**Best Regards,**  
**Terrence Tan**  
**Claims Advisor**

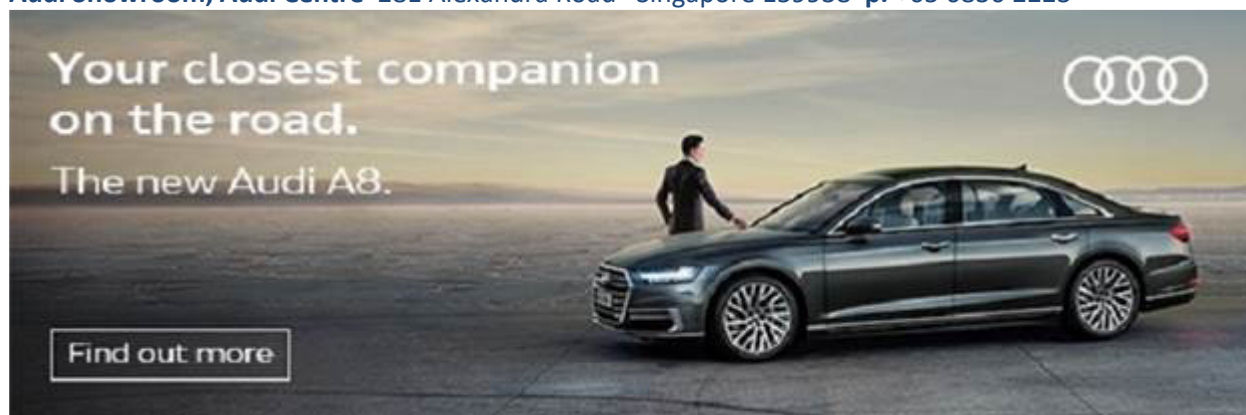
**Premium Automobiles Pte Ltd** (Reg No 199902271W)

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**From:** Claims [<mailto:claims@premiumauto.com.sg>]  
**Sent:** Thursday, 30 July 2020 1:23 PM  
**To:** 'Claims'; 'Summer Lee (LKK Auto)'; 'Admin A'; [sur@lkkauto.com](mailto:sur@lkkauto.com)  
**Cc:** 'Claims'  
**Subject:** RE: OD CLAIM FOR SDP 5550 P ON 22/7/2020

Dear all,

Survey has been conducted today by Adrian.

Kindly assist on claim approval.

Attached is the marked estimate for your reference.

Thank you.

**Best Regards,**  
**Terrence Tan**  
**Claims Advisor**

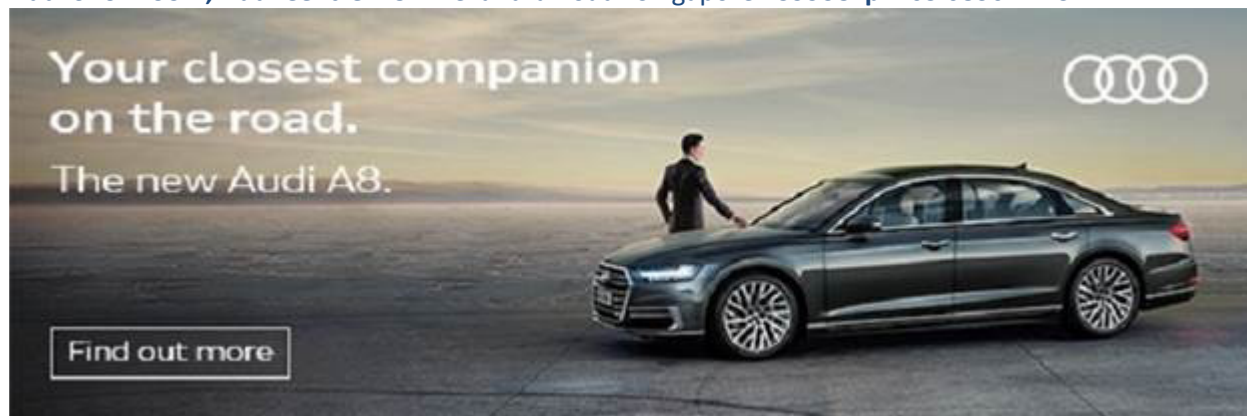
**Premium Automobiles Pte Ltd** (Reg No 199902271W)

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**From:** Claims [<mailto:claims@premiumauto.com.sg>]  
**Sent:** Thursday, 30 July 2020 12:11 PM  
**To:** 'Summer Lee (LKK Auto)'; 'Admin A'; [sur@lkkauto.com](mailto:sur@lkkauto.com)  
**Cc:** 'Claims'  
**Subject:** OD CLAIM FOR SDP 5550 P ON 22/7/2020

Dear All,

Kindly register OD claim for this vehicle.

Attached are the GIA report, estimate and documents for your reference.

**Best Regards,**

**Syafiq**  
**Claims Admin Assistant**

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