

## Su Li (LKK Auto)

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**From:** Admin-D (LKKAuto)  
**Sent:** Tuesday, 11 August 2020 11:26 AM  
**To:** 'Motor Claim - III'; assignments; SUR; Admin A  
**Subject:** RE: TP Claims / Arrange Survey - Accident involving SLV1533P & SHA7824T on 01/08/2020

Dear Sir/Madam,

Thank you for the assignment.

Please be informed that vehicle currently not in the workshop, repairer will arrange.

Best Regards,  
Summer Lee | Admin  
LKK Auto Consultants Pte Ltd  
Phone: 6741-8434 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315 Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Motor Claim - III <motorclaim@iii.com.sg>  
**Sent:** Tuesday, 11 August, 2020 11:19 AM  
**To:** Sharon Ten <sharon@ow.sg>; 'sur@lkkauto.com' <sur@lkkauto.com>; Summer Lee (LKK Auto) <admin-d@lkkauto.com>; Admin A <admin-a@lkkauto.com>  
**Cc:** Kaitlyn Chio <kaitlyn.chio@ow.sg>; Lily Loi <lily.loi@ow.sg>; Ling Ting An <tingan.ling@ow.sg>; Ong Hock Kong <hockkong.ong@ow.sg>  
**Subject:** RE: TP Claims / Arrange Survey - Accident involving SLV1533P & SHA7824T on 01/08/2020

Dear Sir / Mdm,

Please conduct a survey on TP vehicle [SLV1533P](#) and let us have your report urgently.

This claim will be handled by [Ms Dhanya](#).

\*Kindly upload this survey request email to merimen.

**\*We started using audatex since 1<sup>st</sup> dec 2019. Please do adjustments throught Audatex and upload the report onto Merimen.**

Thank You.

*Best Regards,*  
**Gabriel Wee**



64 Cecil Street; #05 - IOB Building  
Singapore 049711  
Tel: 6347 6100, Ext – 248

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**From:** Sharon Ten <[sharon@ow.sg](mailto:sharon@ow.sg)>  
**Sent:** Tuesday, 11 August 2020 10:58 am  
**To:** Motor Claim - III <[motorclaim@iii.com.sg](mailto:motorclaim@iii.com.sg)>  
**Cc:** Kaitlyn Chio <[kaitlyn.chio@ow.sg](mailto:kaitlyn.chio@ow.sg)>; Lily Loi <[lily.loi@ow.sg](mailto:lily.loi@ow.sg)>; Ling Ting An <[tingan.ling@ow.sg](mailto:tingan.ling@ow.sg)>; Ong Hock Kong <[hockkong.ong@ow.sg](mailto:hockkong.ong@ow.sg)>  
**Subject:** RE: TP Claims / Arrange Survey - Accident involving SLV1533P & SHA7824T on 01/08/2020

Without Prejudice

Dear Gabriel.

We choose LKK Auto Consultants Pte Ltd to conduct pre-repair survey.

Thank you.

Best Regards,

**Sharon Ten (Ms.)**

Claims Executive, Motor Claims Department  
D: +65 6481 1522 | F: +65 6481 1011

**OPTIMA//ERKZ™ PTE. LTD.**

**Head office:** 6 Kung Chong Road Singapore 159143    Tel: (+65) 6472 1313    Fax: (+65) 6472 2112  
**Branch:** 9A Serangoon North Ave 5 Singapore 554500    Tel: (+65) 6484 9919    Fax: (+65) 6481 1011  
**Branch:** 452 Tagore Industrial Ave Singapore 787823    Tel: (+65) 6452 6868    Fax: (+65) 6452 9223

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**From:** Motor Claim - III <[motorclaim@iii.com.sg](mailto:motorclaim@iii.com.sg)>  
**Sent:** Tuesday, 11 August 2020 10:55 AM  
**To:** Sharon Ten <[sharon@ow.sg](mailto:sharon@ow.sg)>  
**Cc:** Kaitlyn Chio <[kaitlyn.chio@ow.sg](mailto:kaitlyn.chio@ow.sg)>; Lily Loi <[lily.loi@ow.sg](mailto:lily.loi@ow.sg)>; Ling Ting An <[tingan.ling@ow.sg](mailto:tingan.ling@ow.sg)>; Ong Hock Kong <[hockkong.ong@ow.sg](mailto:hockkong.ong@ow.sg)>  
**Subject:** RE: TP Claims / Arrange Survey - Accident involving SLV1533P & SHA7824T on 01/08/2020

Dear Sir / Mdm,

We acknowledge receipt of your email.

We propose using one of the following motor surveyors:

- LKK Auto Consultants Pte Ltd
- Vicom Assessment Centre Pte Ltd

Please notify us within 02 days of receipt of this letter for surveyor agreed on or if you have any objections to the above list.

We started using audatex since 1<sup>st</sup> dec 2019. Please submit your estimate/quotation through Audatex so that our surveyors can make the adjustments according.

*Best Regards,*  
**Gabriel Wee**



64 Cecil Street; #05 - IOB Building  
Singapore 049711  
Tel: 6347 6100, Ext – 248

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**From:** Sharon Ten <[sharon@ow.sg](mailto:sharon@ow.sg)>  
**Sent:** Tuesday, 11 August 2020 9:47 am  
**To:** Motor Claim - III <[motorclaim@iii.com.sg](mailto:motorclaim@iii.com.sg)>  
**Cc:** Kaitlyn Chio <[kaitlyn.chio@ow.sg](mailto:kaitlyn.chio@ow.sg)>; Lily Loi <[lily.loi@ow.sg](mailto:lily.loi@ow.sg)>; Ling Ting An <[tingan.ling@ow.sg](mailto:tingan.ling@ow.sg)>; Ong Hock Kong <[hockkong.ong@ow.sg](mailto:hockkong.ong@ow.sg)>  
**Subject:** TP Claims / Arrange Survey - Accident involving SLV1533P & SHA7824T on 01/08/2020

Your Ref: SHA7824T

Our Ref: SLV1533P

Dear Officer,

Has your insured reported?

Please arrange for survey as soon as possible.

Location: 9A Serangoon North Avenue 5

*\*\*Please avoid 1PM - 2PM*

Thank you.

Best Regards,

**Sharon Ten (Ms.)**

Claims Executive, Motor Claims Department

D: +65 6481 1522 | F: +65 6481 1011

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Registration No. 198703792-K

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