

Asher Sng (LKKAuto)

From: Jojo Cheng <jojo.cheng@cyclecarriage.com.sg>
Sent: Tuesday, 20 October 2020 11:06 AM
To: Asher Sng (LKKAuto); SUR
Cc: Andre Chow En De; Songcuan JR Lauro Araos; Loi Ai Ting; Coco Lu Ting
Subject: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020
Attachments: scan.pdf

Dear Asher,

Our customer, **SMH4372D** holds your insured driver, **SHC2868P**, liable for the accident dated **13/09/2020**, and would like to claim against your insured driver.

Our customer's claim is for :

Repair Cost	:	\$ 7,435.43	
Loss of Rental	:	\$ 1,070.00	(\$ 100.00 x 10 days)
Total Claim	:	\$ 8,505.43	

If you minded to reach an amicable settlement with our customer, please let us have your substantive reply by **24/11/2020**. Otherwise our customer will proceed in a manner that he deems fit.

Best Regards,

JoJo Cheng



Exceptional Journeys

Cycle & Carriage Singapore • 209 Pandan Gardens, Singapore 609339
T: +65 6568 4554 • F: +65 6565 1240 • www.cyclecarriage.com.sg

 A member of the Jardine Cycle & Carriage Group



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To:

Cycle & Carriage Kia Pte Ltd
209 Pandan Gardens,
Singapore 609339
Attention: [Motor Claims Department]

Date: 14/09/2020

LETTER OF AUTHORIZATION TO ACT

Dear Sirs,

1. I/We, the undersigned, am the registered owner of vehicle no. SMH4372D (*vehicle no.*) (the "**Vehicle**").
2. As a result of a motor incident occurring on 13/08/2019 (*date and time of accident*) on/along JURONG POINT PICK UP POINT (*location*) between the Vehicle and SHC2868P (*3rd party vehicle(s) number, if any*) (the "**Accident**"), the Vehicle was damaged and has been sent in for repairs to be conducted at Cycle & Carriage's workshop.
3. I/We hereby authorize Cycle & Carriage to act for and on my/our behalf in respect of the following:
 - (a) to submit, make, settle and/or resolve any claims (the "**Claims**") which I/we may have against third party insurers and/or any other parties ("**Third Parties**") arising out of the Accident, in any manner as it deems fit;
 - (b) to receive payment from any Third Parties as settlement for the Claims (including accepting cheques made out in favour of Cycle & Carriage); and
 - (c) to generally do or cause to be done all acts or things (including signing any forms or documents or giving instructions to any Third Parties) which it deems necessary or expedient for the foregoing purposes.
4. In addition to the above, I/We hereby further authorize Cycle & Carriage, for and on our behalf, to **execute and sign any discharge vouchers, indemnity forms and/or any other forms or documents** in relation to or arising from the Claims.

For the avoidance of doubt, all payments towards settlement of the Claims should be made in favour of Cycle & Carriage.



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5. I/We further acknowledge and recognize that any settlement which Cycle & Carriage may make for and on my/our behalf in respect of any Claims may be on a without prejudice basis and without any admission of liability in so far as any other Third Parties are concerned.

Thank you.

Yours faithfully,

A handwritten signature in black ink, appearing to be "TAN SWEE KIAT".

Name: TAN SWEE KIAT
NRIC / Passport No. / Company Registration No.:932Z

DISCHARGE RECEIPT

CLAIM REFERENCE : D20003721MFSH
ACCIDENT DATE : 13/09/2020
ACCIDENT LOCATION : JURONG POINT PASSENGER PICKUP & ALIGHTING PT
INSURED : COMFORT TRANSPORTATION PTE LTD
INSURED DRIVER : ONG TIEN SENG
INSURED VEHICLE : SHC 2868P
INVOLVED PARTY : SMH 4372D
SETTLEMENT SUM : \$ 8,505.43

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 : TAN SWEE KIAT

Signature and Date :  27/05/2021

WITNESS : JOJO CHENG

Signature and Date :  27/05/2021



CYCLE & CARRIAGE

CYCLE & CARRIAGE KIA PTE LTD
PANDAN GARDENS CUSTOMER SERVICE CENTRE

209 Pandan Gardens Singapore 609339 Tel: 65684555 Fax: 65651240

**TAX INVOICE**

Co Reg No : 199405410K

GST Reg No : MR-8500111-X

Invoice Name & Address	Owner Name & Vehicle Info
MS First Capital Insurance Limited	Cust No/Name /TAN SWEE KIAT
Motor Claims Department	Reg No/Reg Date SMH4372D*KC17/ 23/01/2019
36 Robinson Road #16-01	Date In/Mileage 06/10/2020/ 34086
City House	Chassis/Package KNAF3416MK5027278 /#
Singapore 068877	Engine No G4FGJH715956
Contact No	Make/Model KIA/CERATO 1.6 A SR SX G335
06/10/2020	Colour/Trim ABT PLATINUM GRAPHI/ WK SATURN BLACK

Account No	Terms	Date/Time Printed	CSE	Operator	WIP No	Invoice/Credit Note No
CTP00080	Cash	20/10/2020/ 10:58	TLC	881 / Jojo Cheng	21013	81447272

Description of Goods / Services	Qty	Unit Price	Disc%	Amount
E PNT88000 RENEW LH WINDMIRROR, LHF DOOR, LHR DOOR, REPAIR LHR FENDER				1375.00
E PNT88000 REMOVE & INSTALL FRONT DOOR TRIMS AND GLASS				160.00
E PNT88000 REMOVE & INSTALL REAR DOOR TRIMS AND GLASS				160.00
E PNT98000 SPARY PAINT LH WINDMIRROR, LHF DOOR, LHR DOOR, LHR FENDER				1470.00
A 90000001 CHECK WIRING & CHASSIS ELECTRICAL SYSTEM				30.00
A 10028901 TO CARRY OUT DIAGNOSTIC CHECK USING HI-SCAN PRO TEST USING HI-SCAN PRO TEST				200.00
M SUNDRY APPLY SEALANT FOR LHF DOOR & LHR DOOR				80.00
M SUNDRY SUNDRY				20.00
X MIRROR ASSY-OUTSIDE RR VIEW,LH	1.00	559.00	00.00	559.00
X PANEL ASSY-FRONT DOOR,LH	1.00	1277.00	00.00	1277.00
X PANEL ASSY-REAR DOOR,LH	1.00	1377.00	00.00	1377.00
X HANDLE ASSY-DOOR OUTSIDE,LH	1.00	58.00	00.00	58.00
X BLACK TAPE-FR DR RR,LH	1.00	13.00	00.00	13.00
X BLACK TAPE-RR DR FR,LH	1.00	13.00	00.00	13.00
X BLACK TAPE-RR DR FRAME RR OTR,	1.00	8.00	00.00	8.00
X FILM-ANTI CHIPPG LH	1.00	27.00	00.00	27.00
X MOULDING ASSY-FRT DR FRAME,LH	1.00	72.00	00.00	72.00
X MOULDING ASSY-RR DR FRAME,LH	1.00	50.00	00.00	50.00
Z TEXT FIRST CAPITAL TP CLAIM SHC2868P DOA: 13/09/2020 SURVEYOR: RASUL LKK 06/10/2020				
<i>Guarantee Your Warranty, Maintain with Cycle & Carriage!</i>				

Parts	3,454.00	Nett	6,949.00
Labour	3,395.00	7% GST on	486.43
Standard Menu	0.00		
Specialist Job	0.00	Total Payable	7,435.43
Diagnostics Job	0.00	Paid	0.00
Sundry/Others	100.00	Total Due	7,435.43
Total(w/o GST)	6,949.00		

Payment should be made strictly by cash, NETS or credit cards. Thank you.

Any dispute to the invoice must be made within 3 days. This is a computer generated document, no signature is required.

Mr Tan Swee Kiat C/O Cycle & Carriage Kia Pte Ltd
987A Jurong West Street 93 #16-553
Singapore 641987

Agreement Period: 06/10/2020- 12/10/2020

Tax Invoice

Inv No. : RIN20100062
Date : 19 Oct 2020
Ref : SMH4372D
Curr : SGD
Terms : COD
RA No. : RRA20090052
Sales : Justice Yu

#	Description	Qty	Unit	Unit Price	Amt
1	Rental (06/10/2020 to 15/10/2020) Vehicle Registration No. : SMP284J Vehicle Model : CERATO 1.6(A) LX Reference: SMH4372D	10.00	Day	100.00	1,000.00

This is a computer generated document.
No signature is required.
For Bank Transfer:
SCB 01-063-8115-6
DBS 072-009109-4

For PayNow:
PayNow ID (SGD): 201900307RS01
Or scan QR code for payment.

Kindly send payment advice to
cclfinance@cyclecarriage.com.sg



Subtotal Before GST : S\$ 1,000.00
7 % GST on S\$ 1,000.00 : S\$ 70.00
Total Amt Incl. GST : S\$ 1,070.00

RENTAL AGREEMENT

No. RRA20090052

Date: 25 Sep 2020

The Hirer (as identified below) wishes to lease from **Cycle & Carriage Leasing Pte. Ltd.** (UEN: 201900307R), a company incorporated in Singapore with its registered office at 239 Alexandra Road, Singapore 159930 ("Owner"), and the Owner has agreed to lease to the Hirer, the Vehicle (as identified below), subject to the terms and conditions set out below and in the attached Terms and Conditions of Rental.

Hirer Particulars		Vehicle Particulars	
Name	: Tan Swee Kiat C/O Cycle & Carriage Kia Pte Ltd	Vehicle No.	: SMP284J
NRIC/FIN/PP/ROC No.	: *****932Z	Vehicle Type	: Kia Cerato L
Registered Address	: 987A Jurong West Street 93 #16-553 Singapore 641987	Vehicle Model	: CERATO 1.6(A) LX
Mobile No.	: +6596236350	Commencement Date	: 06/10/2020 09:00
Email address	: sweekiat19@gmail.com	End Date	: 16/10/2020 09:00
Driver Particulars		Rental Charge	
Name	: Tan Swee Kiat C/O Cycle & Carriage Kia Pte Ltd	Daily: 10 days x	\$ 1000.00
Driving License No.	: *****932Z	100.00 Weekly	\$ 0.00
Issue Date	: 16/10/2001	Monthly	\$ 0.00
Mobile No.	: +6596236350	Total	\$ 1070.00
		Inclusive GST 7.0%	\$ 70.00
		Amt Before GST	\$ 00.00
		Deposit Amount	\$ 0.00
REMARKS		Insurance Excess	
		Section I - \$1500/ Section II - \$500	
		For drivers below age 22, or below 2 years driving experience, additional excess of \$3500 applies	

☒ I wish to receive the latest news and promotions from Jardine Cycle & Carriage Limited. I consent to the collection, use and disclosure of my Personal Information by Jardine Cycle & Carriage Limited and its subsidiaries and affiliates ("JCCL"), in accordance with Clause 14.2 of the Terms and Conditions of Rental.

The Owner



For and on behalf of
Cycle & Carriage Leasing Pte. Ltd.

Name

Designation

Date

The Hirer



Name : Tan Swee Kiat C/O Cycle & Carriage Kia Pte Ltd

Company Stamp (if applicable)

Date

Asher Sng (LKKAUTO)

From: Rachel Wu
Sent: Tuesday, 24 November 2020 2:16 PM
To: Asher Sng (LKKAUTO)
Cc: Admin A
Subject: RE: [MANDATE REQUEST] Re: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020
Attachments: LKK ADJUSTMENT.pdf; TP LOD.pdf; LKK RESURVEY PHOTO.pdf; LKK SURVEY PHOTO.pdf; LKK INSPECTION.pdf

Dear Asher,

Please offer as per below:

COR : \$7,435.43
LOR : \$700-\$1070 (\$100-\$107 X 07-10 Days)
TOTAL : \$8,135.43 - \$8,505.43

- Please request for rental agreement from third party.

Thank you

Best Regards

Rachel Wu
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848 | DID : 6507 3862
| Fax No. : 6507 3849 | Email: rachelwu@msfirstcapital.com.sg | Company Regn. No. 195000106C
A Member of  Insurance Group

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.

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From: Asher Sng (LKKAUTO) <AsherSng@lkkauto.com>
Sent: Monday, November 23, 2020 5:45 PM
To: Rachel Wu <RachelWu@msfirstcapital.com.sg>
Subject: [MANDATE REQUEST] Re: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

Your ref : **D20003721MFSH**
Our ref : CC4/FCI20009870/R1ea3q2

Dear Sirs,

ACCIDENT INVOLVING SHC 2868P (OI) AND SMH 4372D (TP) ON 13/09/2020

We refer to the above matter.

The accident occurred when our insured move out from stationary and hit third party vehicle.

Basing on the reports of the circumstance of the accident, we propose to settle third-party claim at 100% liability.

We seek your approval to offer repairer "CYCLE & CARRIAGE KIA PTE LTD " at \$ 8,505.43 (all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repairs (w/GST)	\$ 8,722.64	\$ 7,435.43
2. Loss of Rental (10days x \$100) (w/GST)	\$ 1,070.00	\$ 1,070.00 (10days x \$100)
Total	\$ 9,792.64	<u>\$ 8,505.43</u>

Surveyor recommended 7days for repair.

Enclosed here with all the relevant documents for your perusal.

Kindly let us have your approval / instruction.

Thank You.

Best Regards,

Asher Sng | Case Handler

LKK Auto Consultants Pte Ltd

email: ashersng@lkkauto.com | fax: 6741-4108 | did: 6841-6051

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

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.

From: Rachel Wu <RachelWu@msfirstcapital.com.sg>

Sent: Monday, November 23, 2020 9:36 AM

To: Jojo Cheng <jojo.cheng@cyclecarriage.com.sg>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Songcuan JR Lauro Araos <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>; Admin A <admin-a@lkkauto.com>

Subject: FW: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

WITHOUT PREJUDICE

Dear Sir/Mdm,

LKK will revert to you.

Dear Asher,

Below email fyna.

Thank you

Best Regards

Rachel Wu
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Tel: 6507 3848 | DID : 6507 3862
| Fax No. : 6507 3849 | Email: rachelwu@msfirstcapital.com.sg | Company Regn. No. 195000106C
A Member of **MS&AD** Insurance Group

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From: JoJo Cheng [<mailto:jojo.cheng@cyclecarriage.com.sg>]
Sent: 20 November 2020 11:54
To: 'CWS Motor Claims' <cwsmotorclaims@msfirstcapital.com.sg>
Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Lauro Araos Songcuan JR <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>
Subject: RE: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

[External Email Warning: Do not click on any attachment or links/URL in this email unless sender is reliable]

Dear officer In Charge,

Any update of the offer?

Best Regards,

JoJo Cheng



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From: JoJo Cheng
Sent: 10 November 2020 10:20 AM
To: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>; SUR <sur@lkkauto.com>; 'CWS Motor Claims' <cwsmotorclaims@msfirstcapital.com.sg>
Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Songcuan JR Lauro Araos <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>
Subject: RE: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

Hi Asher,

Is there any update from First Capital?

Best Regards,

JoJo Cheng



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From: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Sent: 30 October 2020 4:53 PM

To: Jojo Cheng <jojo.cheng@cyclecarriage.com.sg>; SUR <sur@lkkauto.com>; 'CWS Motor Claims' <cwsmotorclaims@msfirstcapital.com.sg>

Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Songcuan JR Lauro Araos <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>

Subject: Re: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

This email was sent from outside of your organisation

'WITHOUT PREJUDICE'

SAVE AS TO COSTS

Hi Jo Jo,

We refer to the email below.

We are in the midst of preparing the report to seek approval from our principal.

Shall revert to you once our principal approved.

Please note that all Direct settlement cases with LKK, LOD should be forward to LKK instead of our principal.

Thank You.

Best Regards,

Asher Sng | Case Handler

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.

From: Jojo Cheng <jojo.cheng@cyclecarriage.com.sg>

Sent: Friday, October 30, 2020 9:46 AM

To: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>; SUR <sur@lkkauto.com>; 'CWS Motor Claims' <cwsmotorclaims@msfirstcapital.com.sg>

Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Songcuan JR Lauro Araos <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>

Subject: RE: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

Hi Asher,

I should send the LOD directly to First Capital right?

Best Regards,

JoJo Cheng



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From: Jojo Cheng

Sent: 20 October 2020 11:06 AM

To: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>; SUR <sur@lkkauto.com>

Cc: Andre Chow En De <andre.chow@cyclecarriage.com.sg>; Songcuan JR Lauro Araos <lauro.songcuan@cyclecarriage.com.sg>; Loi Ai Ting <aiting.loi@cyclecarriage.com.sg>; Coco Lu Ting <coco.lu@cyclecarriage.com.sg>

Subject: LOD - Our ref: SMH4372D (KIA) / Your ref: D20003721MFSH - TP FIRST CAPITAL / DOA: 13/09/2020

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