

Shirley Hiew (LKK Auto)

From: Shirley Hiew (LKK Auto)
Sent: Wednesday, 16 September 2020 12:13 pm
To: Claims
Cc: Admin-D (LKKAuto); SUR; nora.khai@premiumauto.com.sg
Subject: RE: OD CLAIMS FOR SMS 4915 E

Dear George,

As instructed by our client , please proceed to repair the insured vehicle **SMS 4915E**, (Excess \$ 2,800/-).

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 - All hidden part and check item require damage photo.

Thank you.

Best Regards,

Shirley Hiew | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6256-3561 | email: Sur@lkkauto.com | fax: 6256-4315
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: Claims <claims@premiumauto.com.sg>
Sent: Tuesday, 15 September 2020 9:16 am
To: Admin-D (LKKAuto) <admin-d@lkkauto.com>
Cc: 'Claims' <claims@premiumauto.com.sg>
Subject: RE: OD CLAIMS FOR SMS 4915 E

Dear Summer,

Attached here are the insurance certificate for your reference.

Thank You.

Best Regards,
George Wong
Claims Advisor

Premium Automobiles Pte Ltd (Reg No 199902271W)
281 Alexandra Road Singapore 159938
p. +65 6366 2323, option 1
e. Claims@premiumauto.com.sg **w.** www.audi.com.sg
Audi Showroom 281 Alexandra Road Singapore 159938 **p.** +65 68362223



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From: Summer Lee (LKK Auto) <admin-d@lkkauto.com>
Sent: Monday, September 14, 2020 4:23 PM
To: 'Claims' <claims@premiumauto.com.sg>; sur@lkkauto.com
Subject: RE: OD CLAIMS FOR SMS 4915 E

Dear George,

Noted with thanks.

Best Regards,

Summer Lee | Admin

LKK Auto Consultants Pte Ltd

Phone: 6741-8434 | email: assignments@lkkauto.com | fax: 6256-4315
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

From: Claims <claims@premiumauto.com.sg>
Sent: Monday, 14 September, 2020 4:18 PM
To: sur@lkkauto.com; 'Summer Lee (LKK Auto)' <admin-d@lkkauto.com>
Cc: 'Claims' <claims@premiumauto.com.sg>
Subject: OD CLAIMS FOR SMS 4915 E

Dear all,

Please assist to register own policy claims for the above mentioned vehicle.

Attached is the GIA report, DL for your reference.

Aside to Summer,

Kindly arrange for survey tomorrow at 24 Benoi Sector S629857.

Do Take note, vehicle is in our premises.

Thank you.

Best Regards,
George Wong
Claims Advisor

Premium Automobiles Pte Ltd (Reg No 199902271W)
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