

Denise Tay (LKKAuto)

From: Stella Ow on behalf of Mark Cheng <stellaow@tkqp.com.sg>
Sent: Friday, 2 October 2020 2:52 PM
To: Denise Tay (LKKAuto)
Cc: Admin-D (LKKAuto); Celine Fong (LKKAuto); assignments; SUR; Accounts (LKKAuto); Christopher Fernandez; Mark Cheng
Subject: Paper Survey - TKQP Ref: CF.MKC.so.0302.19-tm(m); LKK Ref: TBA

PRIVATE AND CONFIDENTIAL

Dear Sirs,

We refer to your email dated 2 October 2020, below.

As requested, **TOKIO MARINE INSURANS (MALAYSIA) BERHAD** reference no. is: A0258513.

In view of the current COVID-19 situation, we have adopted a telecommuting policy for our department. In the circumstances, kindly direct all communication to us via email with immediate effect. Kindly also copy our solicitor Mr Mark Cheng (markcheng@tkqp.com.sg) in your emails.

If you need to speak to me, please call me at my direct line as stated below.

Best Regards,

Stella Ow
For and on behalf of Mark Cheng
Associate

TKQP

Tan Kok Quan Partnership
Advocates & Solicitors, Singapore
1 Wallich Street #07-02 Guoco Tower Singapore 078881
T (65) 6225 9333
D (65) 6496 9535
F (65) 6227 6116
E stellaow@tkqp.com.sg
W www.tkqp.com.sg

This email is intended solely for the abovenamed addressee(s). It may contain confidential and/or legally privileged information. If this email has reached you in error, please delete it immediately and inform us of the error. Thank you for your co-operation.

Internet communications cannot be guaranteed to be secured or error-free as information can be intercepted, corrupted, lost, or it may arrive late or contain viruses. The sender therefore does not accept liability for any errors or omissions in the contents of this message which arise as a result of Internet transmission.

From: Denise Tay (LKKAuto) <denisetay@lkkauto.com>
Sent: Friday, 2 October 2020 12:08 PM
To: Admin-D (LKKAuto) <admin-d@lkkauto.com>; Stella Ow on behalf of Mark Cheng <stellaow@tkqp.com.sg>; Celine Fong (LKKAuto) <celinefong@lkkauto.com>; assignments <assignments@lkkauto.com>; SUR <sur@lkkauto.com>
Cc: 'Joseph Gay & Co' <joegayco@gmail.com>; Christopher Fernandez <chris@tkqp.com.sg>; Mark Cheng <markcheng@tkqp.com.sg>; Accounts (LKKAuto) <account@lkkauto.com>
Subject: RE: New Assignment - Paper Survey - TKQP Ref: CF.MKC.so.0302.19-tm(m); LKK Ref: TBA

Dear Stella,

Kindly provide **TOKIO MARINE INSURANS (MALAYSIA) BERHAD** reference no.

Best Regards,

Denise Tay | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6741-3062 | email: sur@lkkauto.com | fax: 6271-8802

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

From: Admin-D (LKKAuto) <admin-d@lkkauto.com>

Sent: Wednesday, 23 September 2020 10:09 AM

To: 'Stella Ow on behalf of Mark Cheng' <stellaow@tkqp.com.sg>; Celine Fong (LKKAuto) <celinefong@lkkauto.com>; assignments <assignments@lkkauto.com>; SUR <sur@lkkauto.com>

Cc: 'Joseph Gay & Co' <joegayco@gmail.com>; 'Christopher Fernandez' <chris@tkqp.com.sg>; 'Mark Cheng' <markcheng@tkqp.com.sg>

Subject: RE: New Assignment - Paper Survey - TKQP Ref: CF.MKC.so.0302.19-tm(m); LKK Ref: TBA

Dear Sir/Madam,

Thank you for the assignment.

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: Stella Ow on behalf of Mark Cheng <stellaow@tkqp.com.sg>

Sent: Wednesday, 23 September, 2020 10:07 AM

To: celinefong@lkkauto.com; assignments@lkkauto.com

Cc: Joseph Gay & Co <joegayco@gmail.com>; Christopher Fernandez <chris@tkqp.com.sg>; Mark Cheng <markcheng@tkqp.com.sg>

Subject: New Assignment - Paper Survey - TKQP Ref: CF.MKC.so.0302.19-tm(m); LKK Ref: TBA

PRIVATE AND CONFIDENTIAL

LKK Ref : TBA
Joseph Gay & Company Ref : 267/2018/ms
TKQP Ref : CF.MKC.so.0302.19-tm(m)

Dear Sirs,

MC / MC 1608 OF 2019

Accident involving SJM 7710B and VAQ 6200 along Woodlands Road on 5 June 2018

Parties have agreed to appoint Mr Kenneth Kong as the Single Joint Expert to conduct a paper survey of the Plaintiff's vehicle number SJM 7710B.

We enclose the following documents for your attention:-

1. GIA Report and Traffic Police Report for vehicle number SJM 7710B;

2. Traffic Police report of VAQ 6200;
3. Repair Bill from Hui Yang Motor Pte Ltd; and
4. Vehicle Damage Inspection Report from Infiniti dated 26 June 2018.

Please let us have your invoice billed to "**TOKIO MARINE INSURANS (MALAYSIA) BERHAD**" care of our office address and also let us have the Paper Survey Report.

The attached documents contain personal data. Please be reminded to handle the documents and the personal data therein in accordance with provisions of the Singapore Personal Data Protection Act. Upon completion of the subject matter, you are required to not retain the documents (unless there is a professional obligation on your part to do so) and to dispose of the same in accordance with the Singapore Personal Data Protection Act and the Personal Data Protection Commission's advisory guidelines. We will inform you of the date the matter is completed in due course.

Thank you.

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If you need to speak to me, please call me at my direct line as stated below.

Best Regards,

Stella Ow
For and on behalf of Mark Cheng
Associate

TKQP

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W www.tkqp.com.sg

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From: Celine Fong (LKKAuto) <celinefong@lkkauto.com>
Sent: Tuesday, 15 September 2020 10:36 AM
To: Stella Ow on behalf of Mark Cheng <stellaow@tkqp.com.sg>
Cc: Christopher Fernandez <chris@tkqp.com.sg>; Mark Cheng <markcheng@tkqp.com.sg>; assignments <assignments@lkkauto.com>
Subject: RE: Request for Quotation of SJE - TKQP Ref: CF.MKC.so.0302.19-tm(m)

Dear Stella,

We are pleased to submit our Professional Fee Charges (Single Joint Expert) as follows:

Paper Survey - \$300.00

Physical Re-inspection - \$400.00

Court Attendance Expert Witness Fee:

- (a) State Courts
 - i) Half day: \$300.00
 - ii) Full day: \$600.00

All above charges are subject to GST 7%.

Our surveyor needs approximately two to three weeks to complete the report.

Best Regards,

Celine Fong

LKK Auto Consultants Pte Ltd

phone: 6256-3561 | email: celinefong@lkkauto.com | fax: 6256-4315

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

From: Stella Ow on behalf of Mark Cheng <stellaow@tkqp.com.sg>
Sent: Tuesday, 15 September 2020 10:33 AM
To: Celine Fong (LKKAuto) <celinefong@lkkauto.com>
Cc: Christopher Fernandez <chris@tkqp.com.sg>; Mark Cheng <markcheng@tkqp.com.sg>
Subject: Request for Quotation of SJE - TKQP Ref: CF.MKC.so.0302.19-tm(m)
Importance: High

PRIVATE AND CONFIDENTIAL

Dear Celine,

MC / MC 1608 OF 2019

Accident involving SJM 7710B and VAQ 6200 along Woodlands Road on 5 June 2018

We act for Tokio Marine Insurans (Malaysia) Berhad in the above matter.

We write to inform you that parties are considering to appoint Mr Kenneth Kong as the Single Joint Expert for this matter.

Please let us have your quotation as follows, for parties' consideration: -

1. Paper Survey
2. Physical Re-inspection
3. State Courts - Court Attendance Expert Witness Fee:
 1. Half Day
 2. Full Day
4. Duration required for the SJE report.

We look forward to hearing back from you.

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If you need to speak to me, please call me at my direct line as stated below.

Best Regards,

Stella Ow
For and on behalf of Mark Cheng
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