

# LETTER OF DEMAND



**ALLSWELL MOTOR TRADERS**  
25, Defu Lane 9, Singapore 539266  
GST Reg No.: 53192889J  
Tel No.: 6679 1146

Email: [ben@allswellmotor.com.sg](mailto:ben@allswellmotor.com.sg)  
Email: [account5@allswellmotor.com.sg](mailto:account5@allswellmotor.com.sg)

**To : MS First Capital Insurance Limited**  
(Motor Claims Department)

**Ref: Third party claim MSFCI- SHC8800U**

Description	Qty	AMT before GST	GST AMT	AMT include GST
<b>Allswell Leasing &amp; Limousine Pte Ltd</b>				
<b>Vehicle #: SGJ943T / DOA: 05.09.2020</b>				
Repaired, Replaced and Resprayed	1	\$800.00	\$56.00	\$856.00
Towing	0	NA	NA	NA
TP Insurer Search	1	\$7.45	NA	\$7.45
GIARMC- SAS Report	0	NA	NA	NA
Loss of Use @ \$60.00 / per day	2	\$120.00	NA	\$120.00
Pre-Repair Survey Loss of Use \$85.00 /day	0	NA	NA	NA
Replacement Vehicle @ \$120.00 / per day	0	NA	NA	NA
Own Damage Excess	0	NA	NA	NA
Survey Report	0	NA	NA	NA
<b>Singapore Dollars:</b>		<b>Sub Total (Excluding GST)</b>		<b>\$927.45</b>
NINE hundred eighty three and cents forty five only		<b>GST Payable @ 7% on \$800.00</b>		<b>\$56.00</b>
		<b>Total (Inclusive of GST)</b>		<b>\$983.45</b>

Authorised Signature

# Allswell Leasing & Limousine Pte Ltd

100, Sultan Plaza. #02-41. Singapore 199001

C/o 25, Defu Lane 9. Singapore 539266

Date: 11.08.2021

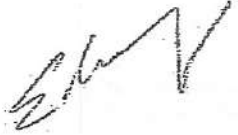
## Discharge Voucher / Payment Authorisation

Our Claim reference number: Defu-2914

Attention:

I/We hereby certify that the repairs to my/our vehicles bearing license number plate : SGJ943T which was involved in an accident on 05.09.2020 has been completed by Allswell Motor Traders to my/our satisfaction.

I/We agreed that all 3<sup>rd</sup> party claim payment to the workshop for repairs, replace and re-spray works shall be made solely to Allswell Motor Traders at 25, Defu Lane 9. S 539266

Signature: 

Name: NG Boon Chin, Edmund

Company Stamp:



**DISCHARGE RECEIPT**

CLAIM REFERENCE : D20003808MFSH  
ACCIDENT DATE : 05/09/2020  
ACCIDENT LOCATION : SIXTH AVENUE  
INSURED : COMFORT TRANSPORTATION PTE LTD  
INSURED DRIVER : CHAN CHEE SENG (CHEN ZHICHENG)  
INSURED VEHICLE : SHC 8800U  
INVOLVED PARTY : SGJ 943T  
SETTLEMENT SUM : \$983.45

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 : ALLSWELL LEASING & LIMOUSINE PTE LTD

Signature and Date :

*[Signature]*  
12/08/21



WITNESS :



Signature and Date :

*[Signature]* 12/08/21



**ALLSWELL MOTOR TRADERS**  
25, Defu Lane 9, Singapore 539266  
GST Reg No.: 53192889J  
Tel No.: 6679 1146

Email: [ben@allswellmotor.com.sg](mailto:ben@allswellmotor.com.sg)  
Email: [account5@allswellmotor.com.sg](mailto:account5@allswellmotor.com.sg)

**Bill To : MS First Capital Insurance Limited**  
(Motor Claims Department)

**Tax Invoice**  
**Date** 02.11.2020  
**Terms** C.O.D  
**Ref: Third party claim MSFCI- SHC8800U**

Defu-2914  
02.11.2020  
C.O.D

Description	Qty	AMT before GST	GST AMT	AMT include GST
Allswell Leasing & Limousine Pte Ltd				
Vehicle #: SGJ943T / DOA: 05.09.2020				
Repaired, Replaced and Resprayed	1	\$800.00	\$56.00	\$856.00
Singapore Dollars:		Sub Total (Excluding GST)		\$800.00
Eight hundred and fifty six only.		GST Payable @ 7% on \$800.00		\$56.00
		Total (Inclusive of GST)		\$856.00

Authorised Signature

**ALLSWELL LEASING & LIMOUSINE PTE LTD**

100 Jalan Sultan #02-41 Sultan Plaza Singapore 199001

Tel: +65 6462 5405 | Fax: +65 6462 4730

Co. Reg. No. / GST No. Reg. No.: 201432541Z

Website: <http://www.car2rent.com.sg> | Email: [sales@allswellmotor.com.sg](mailto:sales@allswellmotor.com.sg)**RENTAL AGREEMENT****No. R20020011**

Date: 07 Feb 2020

**SCHEDULE**

This is a lease agreement made between us, **Allswell Leasing & Limousine Pte Ltd** (hereinafter referred to as "**THE COMPANY**") which shall include its successors-in-title and assigns, identified as the Lessor and having our registered address 100 Jalan Sultan #02-41 Sultan Plaza Singapore 199001 **AND YOU**, the person(s) identified as the Hirer below include (which shall include your successors-in-title and assigns):-

<b>NAME OF HIRER(S) (IN FULL)</b>	: CHONG WEI CHENG (S9246265Z)
<b>ADDRESS</b>	: APT BLK 24 MARSILING DRIVE #11-183 SINGAPORE 730024
<b>TELEPHONE</b>	: TEL: (R): 92479467 (HP): +6592479467 (F):
<b>NAME OF DRIVER(S) (IN FULL)</b>	: CHONG WEI CHENG
<b>NRIC/PASSPORT NO.</b>	: S9246265Z
<b>DATE OF BIRTH</b>	: 18/12/1992
<b>DRIVING LICENSE NO.</b>	: S9246265Z
<b>PASSING DATE</b>	: 03/10/2018
<b>EXPIRY DATE</b>	:
<b>NATIONALITY</b>	: SINGAPOREAN

**1. DESCRIPTION OF VEHICLE ("THE VEHICLE")**

REGISTRATION NO	: SGJ943T (29/06/2006)
MAKE/MODEL	: HONDA CIVIC 1.8L A
COLOUR	: BLACK
ENGINE NO	: R18A11028244
CHASSIS NO	: JHMF16306S208706
TYPE	: 2006-2008 HONDA CIVIC

**2. PERIOD OF LEASE**

For 18 weeks from 07/02/2020 11:37 ("Commencement Date") to 12/06/2020 11:37 ("Lease Period").

**3. LEASE CHARGES**

Amount S\$420.00 per week plus Goods and Services Tax ("GST") (if applicable) ("Weekly Lease Charges"). This Lease Agreement is only in respect of the lease of the Vehicle, and does not include the hire or engagement of the drivers.

**4. DEPOSIT**

Amount S\$300.00 (exclusive of GST)

**5. INSURANCE**

The Company will arrange for comprehensive insurance coverage against third part liability, and fire and theft damage to the Vehicle during the Lease Period up to the limits as stated below. Please refer to the insurance policy for the coverage terms and conditions. You shall be liable for the Excess Amount as stated below. Additional charges will apply for additional insurance coverage.

a. Amount for Damage	: S\$2,000.00 (per accident per claim) Msia Usage x2 = S\$4,000.00
b. Amount for Fire & Theft	: S\$4,000.00 (per accident per claim) Msia Usage x2 = S\$8,000.00
c. Additional Insurance Coverage	: S\$ _____
Others _____	(specify)

**6. MAXIMUM MILEAGE**

Maximum Mileage	: _____ KM
Additional charges	: S\$ _____ as per additional 10,000 KM of part thereof

The agreement herein comprises the Schedule above and the Terms and Conditions annexed hereto. The Hirer confirms that he has read, understood and agreed to the terms of this Agreement. IN WITNESS



# ALLSWELL LEASING & LIMOUSINE PTE LTD

100 Jalan Sultan #02-41 Sultan Plaza Singapore 199001

Tel: +65 6462 5405 | Fax: +65 6462 4730

Co. Reg. No. / GST No. Reg. No.: 201432541Z

Website: <http://www.car2rent.com.sg> | Email: [sales@allswellmotor.com.sg](mailto:sales@allswellmotor.com.sg)

## RENTAL AGREEMENT

**No. R20020011**

Date: 07 Feb 2020

Signed by the Hirer

Name:

Designation:

Company Stamp:

Signed by

**Allswell Leasing & Limousine Pte Ltd**

Name:

Designation:

Company Stamp:



> Back to OneMotoring



Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701  
GST Registration No. : M4-0006529-2

Print Date/Time : 10 Sep 2020 / 13:19:27

Receipt Date/Time : 10 Sep 2020 / 13:19:27

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-200910-001757

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
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Result of Insurance Enquiry - SHC8800U

As at 05 Sep 2020/14:45:00

Insurance Co: MS FIRST CAPITAL INSURANCE LIMITED

1	Insurance Enquiry - SHC8800U Enquiry Fee 20200910131735444597	7.00	0.49	7.49
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<b>Sub-Total</b>	7.00	0.49	7.49
<b>Total Before Rounding</b>	7.00	0.49	7.49
<b>Rounding Difference</b>			0.04
<b>Total Amount Payable</b>			7.45

<b>Paid By</b>			
496645XXXXXX9421	eNETS Credit Card		7.45
<b>Total</b>			7.45
<b>Cash Change</b>			0.00
<b>Tendered Amount</b>			7.45
<b>Excess Refundable Amount</b>			0.00

THANK YOU AND HAVE A NICE DAY!

Please ensure that all payments to the Authority are good and promptly settled by the payment service provider / financial institution. Otherwise, the transaction and receipt is considered void and late fee may apply.

## Asher Sng (LKKAUTO)

---

**From:** Vic Alpeh S. Sanghilaan <VicSanghilaan@msfirstcapital.com.sg>  
**Sent:** Friday, 6 August 2021 10:14 AM  
**To:** Asher Sng (LKKAUTO)  
**Cc:** Admin A  
**Subject:** [MANDATE GIVEN] EXPRESS SETTLEMENT via LKK - D20003808MFSH/1 // CC4/FCI20010232/Ges3q2

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Asher,

We refer to your below email.


You have our mandate to settle the matter from **\$963.45 - \$983.45 (all in).**

**Please start to offer LOU @ \$50 x 2 Days.**

Thank you.

Kind Regards,

Vic Sanghilaan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 65073848 | DID : 65073846 | Fax No. : 65073849 | Email: [vicsanghilaan@msfirstcapital.com.sg](mailto:vicsanghilaan@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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*As a response to the COVID19 outbreak, we are observing staggered working hours and some of us are on Work From Home arrangement. However, we are actively working to support our clients and partners. We have access to e-mails and will work to respond in a timely manner.*

*We appreciate your kind understanding. Stay safe.*

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**From:** Asher Sng (LKKAUTO) <AsherSng@lkkauto.com>  
**Sent:** Friday, 23 July 2021 4:37 pm  
**To:** Vic Alpeh S. Sanghilaan <VicSanghilaan@msfirstcapital.com.sg>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** [MANDATE REQUEST] RE: [EXPRESS SETTLEMENT via LKK - Subject to Damage Consistency] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Your ref : **D20003808MFSH**

Our ref : CC4/FCI20010232/Ges3q2

Dear Sirs,

**ACCIDENT INVOLVING SHC 8800U (OI) AND SGJ 943T (TP) ON 05/09/2020**

We refer to the above matter.

The accident occurred when our insured rear ended 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 " **ALLSWELL MOTOR TRADERS** " at **\$ 983.45 (all-in)**.

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repairs (w/GST)	\$ 3,049.50	\$ 856.00
2. Loss of Use (2days x \$60)	\$ 120.00	\$ 120.00 (2days x \$60)
3. LTA Search Fee	\$ 7.45	\$ 7.45
<b>Total</b>	<b>\$ 3,176.95</b>	<b><u>\$ 983.45</u></b>

Surveyor recommended 2days for repair, third party vehicle damaged is consistent with the accident.

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](mailto: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.***

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**From:** Vic Alpeh S. Sanghilan <[VicSanghilan@msfirstcapital.com.sg](mailto:VicSanghilan@msfirstcapital.com.sg)>

**Sent:** Tuesday, 17 November 2020 11:46 AM

**To:** Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>; Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>

**Subject:** [EXPRESS SETTLEMENT via LKK - Subject to Damage Consistency] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Asher,

We refer to your below email.

Please proceed with Express Settlement, subject to your comments in the report on the damage consistency as our Insured Driver reported no visible damages to both vehicles.

FYI, our Insured's Video footage was overwritten.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 | Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg) | Company Regn. No. 195000106C  
**A Member of MS&AD Insurance Group**

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**From:** Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>  
**Sent:** Monday, 16 November 2020 11:36 am  
**To:** Vic Alpeh S. Sanghilan <[VicSanghilan@msfirstcapital.com.sg](mailto:VicSanghilan@msfirstcapital.com.sg)>; Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** Re: [REQUEST EVIDENCE & VERIFY TP DAMAGE CONSISTENCY] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Hi Vic,

We refer to the email below.

Enclosed a copy of the photo taken by my surveyor at the time of inspection for your easy reference.

Third party have no video footage.

Thank You.

Best Regards,

**Asher Sng** | Case Handler

**LKK Auto Consultants Pte Ltd**

email: [ashersng@lkkauto.com](mailto: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:** Vic Alpeh S. Sanghilan <[VicSanghilan@msfirstcapital.com.sg](mailto:VicSanghilan@msfirstcapital.com.sg)>  
**Sent:** Monday, November 16, 2020 10:41 AM  
**To:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** RE: [REQUEST EVIDENCE & VERIFY TP DAMAGE CONSISTENCY] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Su Li / Asher,

We refer to our below email.

Please advise if TP got video footage and also verify TP damage consistency as ID reported no visible damages to both vehicles.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 | Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg) | Company Regn. No. 195000106C  
**A Member of MS&AD Insurance Group**

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**From:** Vic Alpeh S. Sanghilan  
**Sent:** Thursday, 22 October 2020 4:52 pm  
**To:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** RE: [REQUEST EVIDENCE & VERIFY TP DAMAGE CONSISTENCY] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Su Li / Asher,

We refer further to our below email.

Please advise if TP got any video footage and evidence provided.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 | Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg) | Company Regn. No. 195000106C  
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**From:** Vic Alpeh S. Sanghilan  
**Sent:** Thursday, 1 October 2020 9:58 am  
**To:** 'Su Li (LKK Auto)' <[suli@lkkauto.com](mailto:suli@lkkauto.com)>  
**Cc:** 'Admin A' <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; 'Asher Sng (LKKAuto)' <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** [REQUEST EVIDENCE & VERIFY TP DAMAGE CONSISTENCY] RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Su Li,


Further to our below email, kindly also request for any evidence e.g. video footage and verify damage consistency to TP vehicle.

Thank you.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 |Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg) |Company Regn. No. 195000106C  
**A Member of  Insurance Group**

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---

**From:** Vic Alpeh S. Sanghilan  
**Sent:** Tuesday, 29 September 2020 2:32 pm  
**To:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Su Li,

Noted with thanks.

Please find attached Insured GIA report for your reference.


Our Insured Driver reported **no visible** damages to both vehicles.

Kindly verify damage consistency to TP vehicle.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 |Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg) |Company Regn. No. 195000106C  
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**From:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>  
**Sent:** Tuesday, 29 September 2020 2:15 pm  
**To:** Vic Alpeh S. Sanghilan <[vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

**YOUR REF: D20003808MFSH**  
**LKK REF: CC4/FCI20010232/Ges3**

Dear Vic,

We refer to the above matter.

We have inspected third party vehicle SGJ 943T at M/s ALLSWELL MOTOR TRADERS on a WP basis and TP repairer proposed for a EXPRESS SETTLEMENT.

**Enclosed for your perusal is:**

- TP estimated cost of repair
- Preliminary advice

Kindly take note that the case handler in-charge is Asher.

*To check availability of the case handler, you may contact the undersigned.*

*\* 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.*

Thank you.

Best Regards,

**Su Li** | Admin Support

**LKK Auto Consultants Pte Ltd**

Phone: 6841 1467 Email: [SuLi@lkkauto.com](mailto:SuLi@lkkauto.com) | Fax : 6271 8802

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

Branch : Blk 1007, Bukit Merah Lane 3, #01-11 | S(159721)

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**From:** Vic Alpeh S. Sanghilan [<mailto:vicsanghilan@msfirstcapital.com.sg>]  
**Sent:** Tuesday, 29 September 2020 12:41 PM  
**To:** Su Li (LKK Auto)  
**Cc:** Admin A; Asher Sng (LKKAuto); Jason Tea  
**Subject:** RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT


Dear Su Li,

Please find attached Insured GIA Report as requested.

Thank you.

Kind Regards,

Vic Sanghilan  
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877  
| Tel: 6507 3848 | DID : 6507 3846 | Fax No. : 6507 3849 |Email: [vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@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.*

*Confidentiality Notice: This e-mail is confidential. It may also be legally privileged. If you are not the addressee or to whom it is intended, you may not copy, forward, disclose or use any part of it. If you have received this message in error, please delete the message and all copies from your system and notify the sender immediately by return e-mail.*

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**From:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>  
**Sent:** Tuesday, 29 September 2020 9:30 am  
**To:** Vic Alpeh S. Sanghilan <[vicsanghilan@msfirstcapital.com.sg](mailto:vicsanghilan@msfirstcapital.com.sg)>  
**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>; Jason Tea <[JasonTea@msfirstcapital.com.sg](mailto:JasonTea@msfirstcapital.com.sg)>  
**Subject:** RE: SURVEY ASSESSMENT - D20003808MFSH/1 // EXPRESS SETTLEMENT

Dear Sir / Madam,

We refer to the above matter.

Kindly provide us a copy of your insured's GIA report for our necessary action.

*\* 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.*

Thank you.

Best Regards,

**Su Li** | Admin Support

**LKK Auto Consultants Pte Ltd**

Phone: 6841 1467 Email: [SuLi@lkkauto.com](mailto:SuLi@lkkauto.com) | Fax : 6271 8802

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

Branch : Blk 1007, Bukit Merah Lane 3, #01-11 | S(159721)

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**From:** Admin-D (LKKAuto)  
**Sent:** Wednesday, 23 September 2020 5:34 PM  
**To:** 'Claim Workflow System'; assignments  
**Cc:** [VICSANGHILAN@MSFIRSTCAPITAL.COM.SG](mailto:VICSANGHILAN@MSFIRSTCAPITAL.COM.SG); Admin A  
**Subject:** RE: SURVEY ASSESSMENT - D20003808MFSH/1

Dear Sir/Mdm,

Thank you for the assignment.

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

**G.NIVITHA**

**LKK Auto Consultants Pte Ltd**

*\* 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*

Phone: 6841-1972 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

**From:** Claim Workflow System <[cwsmotorclaims@msfirstcapital.com.sg](mailto:cwsmotorclaims@msfirstcapital.com.sg)>  
**Sent:** Wednesday, 23 September 2020 5:17 PM  
**To:** [ASSIGNMENTS@LKKAUTO.COM](mailto:ASSIGNMENTS@LKKAUTO.COM)  
**Cc:** [CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG](mailto:CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG); [VICSANGHILAN@MSFIRSTCAPITAL.COM.SG](mailto:VICSANGHILAN@MSFIRSTCAPITAL.COM.SG)  
**Subject:** PRI: SURVEY ASSESSMENT - D20003808MFSH/1

Dear Sir/Mdm,

We refer to the above reference.

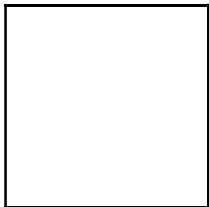
Please find attached the necessary documents for survey.

Kindly submit your report via CWS within the next 14 days.

**Note: All the accident reports are uploaded into CWS for your perusal.**

Best Regards,  
Admin Team  
Claim Workflow System  
Motor Claims Department  
MS First Capital Insurance Limited  
Tel : 6507 3848  
Fax : 6507 3849

**PS: This is a system generated mail. Please do not reply to this mail.**



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