

To: **AIG Asia Pacific Insurance Pte. Ltd.**  
78 Shenton Way  
#07-16, Singapore 079120

Attn: **Motor Claims Department**

Date: 30<sup>th</sup> November 2020

Dear Sir/Madam,

Claimant: **NG YOKE KWONG**  
Blk 128 Bedok Reservoir Road  
#07-1315, Singapore 470128

**"WITHOUT PREJUDICE"**

We are instructed by the above named to claim damages against you in connection with a road traffic accident on 22/10/2020 at along Seletar Road (towards Sengkang West Road) involving our client's vehicle registration number SGT 2357 U and vehicle registration number SGV 1405 K driven by your insured at the material time.

We are instructed that the accident was caused by your insured's negligent driving and/or management of your vehicle. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expense, particulars of which are as follows:

1) Vehicle Repair Costs	\$3,250.00
2) Rental Vehicle (\$120.00 x 7 Days)	\$840.0
3) Purchase of GIA Report	\$29.00
4) LTA Search Fee	\$7.45

**Total :** **\$4,126.45**

A copy each of the following supporting documents is enclosed:

- GIA Report
- Rental Vehicle Invoice
- Purchase of GIA Report Receipts
- LTA Search Fee Receipt

Please send us an acknowledgement of receipt within 14 days of your receipt of this letter, failing which our client will have no alternative but to commence proceedings against you without further notice.

Yours faithfully,

***Jeremy Tan***

**Nineteen Autowerks Pte Ltd**

13 Kaki Bukit Road 4, Bartley Biz Centre  
#01-05 Singapore 417807

Mobile: 9270 5882 | E-mail: nineteenautowerks@gmail.com



**NINETEEN**  
AUTOWERKS

**NINETEEN AUTOWERKS PTE LTD**

Blk 13 Kaki Bukit Road 4 #01-05  
Bartley Biz Centre, Singapore 417807

Tel: (65) 9270 5882

✉ nineteenautowerks@gmail.com

**LETTER OF AUTHORIZATION**

Accident on 22/10/2020, 09:05hr along Seletar Road (Towards Sengkang West Road)  
Involving vehicles SGT 2357 U, SGV 1405 K, SKU 8770 S

In consideration of Nineteen Autowerks Pte Ltd, Blk 13 Kaki Bukit Road 4 #01-05, Bartley Biz Centre, Singapore 417807, repairing my/our motor vehicle no SGT 2357 U at my request, I/We, NG YOKE KWONG ("the claimant") of Blk 128 Bedok Reservoir Road, #07-1315, S(470128) (address) bearing NRIC No S0044736F the owner of motor vehicle no SGT 2357 U, hereby authorize them to demand claim, settle and receive whatever amount settle payable by the insurance company or third party or commence legal proceeding for cost of repairs, loss of use and etc to any of their appointed solicitors to act for me/us in respect of the said accident/claim and all the amount claimed or settled shall belong and make payable to them absolutely by the insurance company of the third party. I/We further authorized them to give an absolute discharge on my/our behalf and to sign discharge voucher(s) and any other documents necessary or incidentals to the conduct and disposal of my/our above claims.

I/We further agree to fully co-operate and attend all court hearings that are necessary to prosecute the claims maintained by Nineteen Autowerks Pte Ltd.

I/We further agree and undertake to indemnify them against my/our claim for costs which arise therewith.

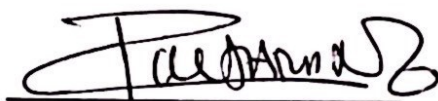
In the event that my/our claim is unsuccessful, I/we undertake to pay to Nineteen Autowerks Pte Ltd the cost of repairs to my/our vehicle.

In the event that settlement cheque were to be drawn in my/our favour, I/we hereby give my/our instructions to clear the said cheque on my/our behalf by presenting the same for payment directly into Nineteen Autowerks Pte Ltd account. Upon clearance of the said cheque, I/we further authorize Nineteen Autowerks Pte Ltd and/or their appointed law firm to utilize the monies to pay their charges without further reference to me. I confirm that the payment to Nineteen Autowerks Pte Ltd shall amount to a good discharge of Nineteen Autowerks Pte Ltd and/or their appointed law firm's obligation to me in respect of the settlement monies.

Dated this 23 day of 10 (month) 20 20 (year)



**NINETEEN**  
AUTOWERKS



Signed by "the claimant"



Signed by Nineteen Autowerks Pte Ltd

Name: Ng Yoke Kwong

Name: Foo Shai Qian

NRIC No: S0044736F

Blk 13 Kaki Bukit Road 4 #01-05  
Bartley Biz Centre, Singapore 417807  
Tel: (65) 9270 5882  
Email: [Nineteenautowerks@gmail.com](mailto:Nineteenautowerks@gmail.com)



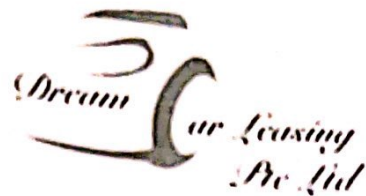
## DETAILS

DATE: 30/11/2020  
VRN: SGT 2357 U  
MODEL: HONDA CIVIC 1.3  
IMA (A)  
DOA: 22/10/2020

**PAY TO**

**Nineteen Autowerks Pte Ltd**  
OCBC Current Acc: 588155739001

# INVOICE



Dream Car Leasing Pte. Ltd. (Co. Reg. 201420013Z)

155 Shun Li Industrial Park, Kaki Bukit Ave 1, #02-01, S(416012)

Tel: 6748 9747

Mobile: 8128 8789 / 9845 1151

**BILL TO**

GUO ZHONGHUI

**INVOICE #**

**INVOICE DATE**

P655

24 11 2020

DESCRIPTION	AMOUNT
Rental of KIA CERATO K3 1.6A (SLL 7997Y) from 22/10/2020 to 29/10/2020. Remarks :	840

**TOTAL \$840**



**AGREEMENT FORM**

Name : <u>Guo Zhong Hui</u>	Nric : <u>G0817477L</u>
Mobile : <u>91666933</u>	Email : _____
Address : <u>B1K 175C Yung Kuang Road #10-37</u> (S 613175)	

Hereby declare that I will take over this stated vehicle for the stated period and shall abide to the terms and conditions as listed behind.

Vehicle No. :	Model :	Color :	From	Time	Till	Time
<u>SLL79974</u>	<u>V3</u>	<u>Grey</u>	<u>21/10/2020</u>	Hrs	<u>29/10/2020</u>	Hrs

1. The above vehicle is insured for use on Singapore roads only. As such using of this vehicle outside Singapore territory is strictly prohibited. Whilst the vehicle is in your possession and is driven in or outside of Singapore if applicable, you will be held fully responsible for any, but not limited to, vehicular accident, damages, lose, fire or theft caused to this vehicle.

2. The use of this vehicle during the period from the date of taking over until the termination date of this agreement will be under the full responsibility of the driver.

3. **ONLY the driver above named / authorized may use the vehicle.** In any circumstances another driver apart from the named / authorized driver found using the vehicle, the owner will have the right to repossess the vehicle stated above and arise while the driver will be held fully responsible for any, but not limited to, vehicular accident, damages, loss, fire or theft caused to this vehicle.

4. Should the vehicle be involved in any traffic offence during the period, you agreed to be liable for any issues with the vehicle that arise under your care and agree to pay all fines and any amount government or semi-government authorities shall levy or impose. \$4000

5. Upon claiming the vehicle's insurance which the driver stated above shall be liable to pay an excess of ~~\$10,000~~ **NETT** to the owner.

6. At any point of time if the vehicle breakdown due to driver's negligence, flat battery, tire puncture, empty petrol tank, loss of keys, keys locked in car or any other breakdown not due to vehicle maintenance or wear and tear, a nominal fee of S\$50/- ( from weekdays 12PM to 8PM ) and S\$100/- ( from 8PM to 12PM, Saturday and Sunday, PH 24Hours )

7. The maintenance of the vehicle will be borne by the owner. **Driver must keep note of the vehicle engine temperature, any overheating due to driver's negligence, repair and any misc cost shall be borne by the driver.** If there is any problem due to wear and tear or vehicle breakdown, the driver is to report to the owner immediately and seek for advice/permission before proceeding to fix the issue.

8. If the vehicle stated met with an accident, the driver is to inform the owner immediately. **NO repairs are to be done without the owner's approval.** If the driver is caught repairing the vehicle at any workshop unauthorized by the owner, the owner reserve the rights to repossess the vehicle with a S\$3000/- compensation.

9. Any damage which includes physical damage or any other general damages to the vehicle, payment of repair cost has to be made immediately unless any other alternative arrangements is made.

10. **DREAM CAR LEASING PTE. LTD.** will not be responsible for loss of or damage to personal belongings and the contents therein ( including any valuables, even if we have been advised ) during storage or during the disposal process caused and you hereby release **DREAM CAR LEASING PTE. LTD.** from any liability in respect there of.

11. The driver needs to return vehicle's fuel at the same level when he or she collects at the level of \_\_\_\_% otherwise, a payment of S\$20.00/- NETT will be charge to the driver for every 10% of fuel used.

12. Vehicle is handed over clean and it should be returned clean. If vehicle is returned dirty, a nominal charged of S\$10.00/- shall be collected.

13. **No Smoking, Durians and Transportation of Pets are allowed.** Hirer is responsible for a penalty of S\$500/-.

14. **No Speeding, Reckless Driving, Racing or ANY illegal activities shall be carried out during the use of this vehicle.** The owner reserves the rights to repossess the vehicle with an additional S\$1500/- compensation and any other cost incurred. ( if any )

15. Should there be any breaches to any of the above clauses; the owner reserves the right to repossess the vehicle without any refund with a compensation of S\$2000/- imposed.

Agreed and Acknowledge the above stated by:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Nric: \_\_\_\_\_

I have read and fully understood the content of this agreement. I will not dispute to the claims made against me for any incident occurring during the stated period and thus this agreement.





**GENERAL  
INSURANCE  
ASSOCIATION**

RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

**TAX INVOICE**

Our Ref No: GR-20-130166

Date of Request: 26/10/2020

Your Ref No:

PURCHASE BY EMAIL

NINETEEN AUTOWERKS PTE LTD  
BLK 13 KAKI BUKIT ROAD 4 #01-05 BARTLEY BIZ CENTRE  
SINGAPORE 417807

Dear Sir/Madam,

Your Vehicle No: SGT2357U

Date of Accident: 22/10/2020

Place of Accident: SELETAR RD

Involving Vehicle No: SGV1405K,SKU8770S

DESCRIPTION	AMOUNT (\$S)
E-File Search Fee (Public)	14.02
GST Amount	0.98
Total Amount Due (GST Inclusive)	15.00

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☐ GIRO ☒ Cash ☐ Cheque



**GENERAL  
INSURANCE  
ASSOCIATION**

RECORDS MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

**TAX INVOICE**

Our Ref No: GR-20-130167

Date of Request: 26/10/2020

Your Ref No:

PURCHASE BY EMAIL

NINETEEN AUTOWERKS PTE LTD  
BLK 13 KAKI BUKIT ROAD 4 #01-05 BARTLEY BIZ CENTRE  
SINGAPORE 417807

Dear Sir/Madam,

Date of Accident: 22/10/2020

Vehicle No: SGT2357U

Place of Accident: SELETAR ROAD (TOWARDS SENGKANG WEST ROAD)

Involving Vehicle No: SGV1405K

With reference to your application for the accident report, we have attached the following accident reports as requested:

DOCUMENTS	ACCIDENT LOCATION	PER DOC (S\$)	QTY	AMOUNT (S\$)
SGV1405K	SELETAR ROAD (TOWARDS SENGKANG WEST ROAD)	14.00	1	13.08
GST Amount				0.92
Total Amount Due (GST Inclusive)				14.00

The images provided to you are taken from the original reports forwarded to the centre by the members of the General Insurance Association of Singapore and we take no responsibility for their accuracy or contents and shall be under no liability whatsoever for any loss or damage arising out of or in connection with the reports or their images.

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

[ ] GIRO [X] Cash [ ] Cheque

Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 22 Oct 2020 / 15:01:18

Receipt Date/Time : 22 Oct 2020 / 15:01:17

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-201022-002330

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (\$\$)	GST Amount (\$\$)	Amount After GST (\$\$)
Result of Insurance Enquiry - SGV1405K As at 22 Oct 2020/09:05:00 Insurance Co: AIG ASIA PACIFIC INSURANCE PTE. LTD.				
1	Insurance Enquiry - SGV1405K Enquiry Fee 20201022145957232218	7.00	0.49	7.49
<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
Paid By				
	554827XXXXXX9194	eNETS Credit Card		7.45
Total				7.45
Cash Change				0.00
Tendered Amount				7.45
Excess Refundable Amount				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.