

## Shirley Hiew (LKK Auto)

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**From:** Shiau Chan (LKKAuto)  
**Sent:** Thursday, 5 November 2020 5:34 pm  
**To:** Claims Dept; SUR  
**Cc:** nora.khai@premiumauto.com.sg  
**Subject:** RE: OD CLAIM FOR SGL 367 X ON 31/10/2020

Dear Tony,

As instructed by our client, please proceed to repair the insured vehicle **SGL 367X (Excess \$600/-)**.

**Please take note that Spray paint at \$1,750.00. Side window not necessary need to take out.**

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.

Best Regards,

**Shiau Chan (Ms)** | Case Handler

**LKK Auto Consultants Pte Ltd**

Phone: 6256-3561 | email: [siewsc@lkkauto.com](mailto:siewsc@lkkauto.com) | fax: 6256-4315

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

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**From:** Claims Dept <claims@premiumauto.com.sg>  
**Sent:** Wednesday, 4 November 2020 11:41 AM  
**To:** 'Claims' <claims@premiumauto.com.sg>; Admin-D (LKKAuto) <admin-d@lkkauto.com>; Admin A <admin-a@lkkauto.com>; SUR <sur@lkkauto.com>  
**Subject:** RE: OD CLAIM FOR SGL 367 X ON 31/10/2020

Dear all,

Any update on repair approval?

Thank you.

Best Regards,

Tony Foong

Claims Advisor

### · PREMIUM AUTOMOBILES

(Reg No 199902271W)

55 Ubi Road 1 Singapore 408699

p. +65 6366 2323, d. +65 67689828

e.<mailto:claims@premiumauto.com.sg> w. [www.audi.com.sg](http://www.audi.com.sg)

Audi Showroom 281 Alexandra Road Singapore 159938 p. +65 68362223



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**From:** Claims [<mailto:claims@premiumauto.com.sg>]  
**Sent:** Tuesday, 3 November 2020 10:37 AM  
**To:** 'Nivitha (LKK Auto)'; 'Admin A'; 'SUR'  
**Cc:** 'Claims'  
**Subject:** RE: OD CLAIM FOR SGL 367 X ON 31/10/2020

Dear all,

Attached is the estimate for your reference.

Vehicle is in Benoi.

**Best Regards,**  
**Syafiq**  
**Claims Admin Assistant**

Premium Automobiles Pte Ltd (Reg No 199902271W)  
55 Ubi Road 1 Road Singapore 408699  
p. +65 6388 2323 d. +65 6768 9911 f. +65 6841 1183  
e. [claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg) w. [www.audi.com.sg](http://www.audi.com.sg)  
Audi Showroom, Audi Centre 281 Alexandra Road Singapore 159938 p. +65 6836 2223



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**From:** Nivitha (LKK Auto) <[admin-d@lkkauto.com](mailto:admin-d@lkkauto.com)>  
**Sent:** Tuesday, 3 November 2020 10:05 AM  
**To:** 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>; 'Admin A' <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; 'SUR' <[sur@lkkauto.com](mailto:sur@lkkauto.com)>  
**Subject:** RE: OD CLAIM FOR SGL 367 X ON 31/10/2020

Dear Syafiq,

Noted with thanks.

Vehicle confirm at Benoi?

**BEST REGARDS**

**G.NIVITHA**

**LKK Auto Consultants Pte Ltd**

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)

*\* 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:** Claims <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Sent:** Tuesday, 3 November 2020 9:53 AM  
**To:** 'Admin A' <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; 'Summer Lee (LKK Auto)' <[admin-d@lkkauto.com](mailto:admin-d@lkkauto.com)>; 'SUR' <[sur@lkkauto.com](mailto:sur@lkkauto.com)>  
**Cc:** 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Subject:** OD CLAIM FOR SGL 367 X ON 31/10/2020

Dear All,

Kindly register OD claim for this vehicle. Attached is the GIA report for your reference.

We will forward you the estimate once it is available.

Kindly arrange survey on 3/11/2020, 2PM at 24 Benoi Sector.

Vehicle is in our compound.

**Best Regards,  
Syafiq  
Claims Admin Assistant**

Premium Automobiles Pte Ltd (Reg No 199902271W)  
55 Ubi Road 1 Road Singapore 408699  
p. +65 6388 2323 d. +65 6768 9911 f. +65 6841 1183  
e. [claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg) w. [www.audi.com.sg](http://www.audi.com.sg)  
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