



Teamwork Garage Pte Ltd
53 Ubi Avenue 1 #01-23/24 Singapore 408934
Paya Ubi Industrial Park
Tel: 6844 2475 Fax: 6844 2474
Email: claims@teamworkgarage.com
GST Register No: 201015366H

16th Nov 2020

Our reference: 2011-07

Your reference: SHC410P

MS First Capital Insurance Limited

BY HAND

6 RAFFLES QUAY
#21-00
SINGAPORE (048580)

Dear Sir/ Madam,

Claimant : KEEN FATT ENGINEERING

Address : 390 VICTORIA STREET #02-25 VILLAGE HOTEL BUGIS S(188061)

We are instructed by the above named to claim damages against your insured/your insured's driver in connection with a road accident on **31/10/2020** along **UPP SERANGOON ROAD** involving our client's vehicle registration number **GBJ5464K** and vehicle registrations number **SHC410P** driven by you/your insured's driver at the material time.

The accident was caused by your insured negligent driving and/or management of the 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:-our

Cost of Repair	:	\$3,959.00
Loss of Rental	:	\$2,750.00
LTA Search	:	\$ 7.49
Purchase 3P Report	:	\$29.00
Total	:	\$ 6.745.49

A copy of each of the following supporting documents is enclosed:-

- a) Our Client's Accident Report/Police Report;
- b) COE/PARF Certificates;
- c) Owner IC & Driving License;
- d) Letter Of Authorisation;
- e) Tax Invoice;
- f) LTA Search Tax Invoice;
- g) Satisfaction of Repaired Vehicle;
- h) Purchase 3P GIA Report Invoice;
- i) Rental Agreement & Official Receipt;

The demand herein is in respect of our client's claim for damages pertaining to their motor vehicle and any settlement following or subsequent of this demand shall not prejudice our client's claim in respect of damages and consequential loss in relation to personal injuries.

Please send to us an acknowledgement of receipt of this letter with 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 to you or your insurer. Our client's claim is quantified based on the supporting documents in our file. Until a settlement is reached, all negotiations are conducted on the basis that the damages quantified herein are subject to revision if so instructed by our client.

Yours faithfully,



Teamwork Garage Pte Ltd

Encl.

LETTER OF AUTHORIZATION

To : First Capital & Teamwork Garage PTE LTD (Third party insurance & Workshop)
Claimant : Keen Fatt Engineering

Dear Sirs,

I/We, Keen Fatt Engineering owner of vehicle no. GBJ5464K
hereby authorize my/our repairer, Teamwork Garage PTE LTD
act as my/our agent and proceed on behalf for me/us with respect to my/our claim for repair costs and/or rental and/or
loss of use ("claim") for my/our vehicle no. GBJ5464K that was damage pursuant to the
accident which occurred at/along
VPP serangoon Road

involving vehicle nos. GBJ5464K & SHC410P

I/We hereby irrevocably assign absolutely to you that I/we have authorized and assigned all compensation monies
pertaining the above mentioned accident due to me/us to my/our repairer/solicitors
Teamwork Garage PTE LTD. I/We hereby authorize you to forward and release all
compensation settlement cheques(s) due to the settlement to my/our repairer/solicitors
Teamwork Garage PTE LTD pertaining to above said accident whom I/we
authorized and assigned to collect the said compensation monies.

I/We further acknowledge that any settlement the workshop may reach on my/our behalf is on a without prejudice
and without admission of liability basis insofar as the driver/owner/insurers of the other vehicle/s concerned.

I/We acknowledge that the Discharge Voucher applies only to my/our property damage and will not affect any of the
personal injuries claim(s) involved and/or uninsured losses claim in a later date. Further the settlement terms herein
should not be used as an evidence to prejudice to any personal injuries claim(s) involved and/or other uninsured
losses claim arising of the subject matter in the action.

Thank you.

Dated this 31 day of 10 (month) 20 20 (year)

Signature of owner vehicle (claimant):

Name of owner of vehicle (claimant): Keen Fatt Engineering

NRIC Number (claimant): 53331118K



DISCHARGE RECEIPT

CLAIM REFERENCE : D20004465MFSH
ACCIDENT DATE : 31/10/2020
ACCIDENT LOCATION : UPP SERANGOON RD
INSURED : CITYCAB PTE LTD
INSURED DRIVER : LIM TECK LOONG
INSURED VEHICLE : SHC 410P
INVOLVED PARTY : GBJ 5464K
SETTLEMENT SUM : \$ 4,830.00

I/We, the undersigned 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 : KEEN FATT ENGINEERING

Signature and Date :



30.11.21



30.11.21

WITNESS : **TEAMWORK GARAGE PTE LTD**
No. 53 Ubi Avenue 1, #01-24
Paya Ubi Industrial Park
Singapore 408934
Tel: 6844 2475 Fax: 6844 2474

Signature and Date :

This Discharge Voucher applies only to the claimant's claim for his property damage and will not affect his personal injuries claim and/or uninsured losses claim in a later date. Further the settlement terms herein should not be used as an evidence to prejudice to the claimant's personal injuries claim and/or other uninsured losses claim arising of the subject matter in the action.

K & t Cars

53 Ubi Ave 1 #01-23 Paya Ubi Ind Park Singapore 408934
Tel: 6844 5938 Fax: 6285 5228 Email : kntcars@gmail.com
Biz Reg. No.: 53208965X

No.: 3767

OFFICIAL RECEIPT

Date: 16/11/2020

Received from Keen Fatt Engineering

The Sum of Dollars Two Thousand Seven Hundred Fifty Dollars

Being payment of GBE9910P 31/10/20 to 11/11/20

K & t Cars

\$ 2750 /~~80~~

Cheque No.:


Authorised Signature

K & t Cars

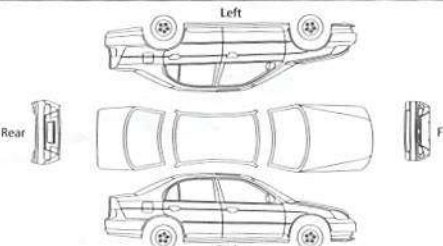
53 Ubi Ave 1 #01-23 Paya Ubi Ind Park
Singapore 408934
Tel: 6844 5938 Fax: 6285 5228
Email: kntcars@gmail.com
Biz Reg. No.: 53208965X

VEHICLE RENTAL AGREEMENT

NO.: KT-05055

Veh. No.: GBE9910P	Replace Veh. No.: GBJ5464K
Veh. M / M: Toyota Dyna	Replace Veh. M / M: Toyota Dyna

HIRER'S PARTICULAR		<input type="checkbox"/> SAME AS HIRER DRIVER'S PARTICULAR	
Name: Keen Fatt Engineering		Name: Sapery Mithun	
Address: 390 Victoria Street #02-25 Village Hotel Bugis S(188061)		Address: 60 Lorong 16 Geylang #03-01 S(398887)	
I/C: 53331118K	D.O.B:	I/C: 68471513T	D.O.B: 03/01/1985
Contact: 96553053	Pass Date:	Contact: 83608656	Pass Date: 20/12/2018

	A - ACCIDENT	Hirer's acceptance
	C - CRACKED	
	D - DENTS	Driver's acceptance
	S - SCRATCHES	



RENTAL DETAILS					
Mileage Out		REMARKS	Mileage In		REMARKS
Date Out	31/10/2020		Date In	11/11/2020	
Time Out	2000		Time In	1500	
ASSIGNED BY			CHECKED BY		

RENTAL CHARGES					PETROL / DIESEL LEVEL					
Daily	@ \$	250	11 Days @	\$ 2750	OUT	E	1/4	1/2	3/4	F
Weekly	@ \$		Wks @	\$						
Monthly	@ \$		Mth @	\$	IN	E	1/4	1/2	3/4	F
Hours	@ \$		Hrs @	\$						
Inclusive of additional charges (if any)			Amt payable	\$ 2750	Petrol Charges		YES	NO	AMT: _____	
					CDW		YES	NO	AMT: _____	
Payment: <input type="checkbox"/> CASH <input type="checkbox"/> NETS <input type="checkbox"/> CHQ <input type="checkbox"/> VISA <input type="checkbox"/> MAST					Security Deposit		YES	NO	AMT: _____	
Bank / Cheque No.:					Advance Payment		YES	NO	AMT: _____	

I/We have read and agree to the terms and conditions stated on this page and overleaf. I/We am/are also aware that should there be any parking and/or traffic offence committed during the leasing period when the vehicle is in my/our possession, we will be billed accordingly. Subsequently, our personal details may be tendered accordingly to the government parking and/or traffic offence department. With us undersigning below, I/We am/are sure that all information I/We have given to K & t CARS in connection with this agreement are true and accurate.

IMPORTANT INFORMATION (To be go through by the personnel of K & t CARS to the hirer and/or driver upon leasing of vehicle)

- Only persons above 26 and below 60 years of age with 2 years driving experience, authorised, licensed and signing this agreement may drive the vehicle.
- Vehicle is strictly for Singapore use only and may not be driven out of Singapore without prior consent of the company K & t CARS.
- Use of the vehicle illegal purpose such as in connection with theft, drug peddling or trafficking, smuggling is strictly prohibited.
- Additional drivers are required to register with us before they are allowed to drive the vehicle. Otherwise, he/she will not be protected by the insurance cover.
- The hirer shall be liable for excess charges for any late return of the rate shown per hour or on a per day basis.
- In case of any accident, the hirer MUST report to K & t CARS immediately regardless of the seriousness of the impact occurred. If there are bodily injuries, a police report MUST be made within the next 24 hours.
- In view of all accident, the hirer will bear the full responsibility for the SGD\$3,500/- excess payable to K & t CARS and also the first SGD\$3,500/- excess for damaged to the third party vehicle.

ACKNOWLEDGEMENT	
 Signature of hirer / driver (company stamp if any)	 For and on behalf of K & t CARS (authorised signature only)



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

Print Date/Time : 02 Nov 2020 / 17:27:10

Receipt Date/Time : 02 Nov 2020 / 17:27:10

Tax Invoice/Receipt

Receipt No. : ITNET-00000-201102-003060

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
-----	--	-------------------------------	------------------------	------------------------------

Result of Insurance Enquiry - SHC410P

As at 31 Oct 2020/17:50:00

Insurance Co: MS FIRST CAPITAL INSURANCE LIMITED

1	Insurance Enquiry - SHC410P Enquiry Fee 20201102172621082802	7.00	0.49	7.49
---	--	------	------	------

Sub-Total	7.00	0.49	7.49
------------------	------	------	------

Result of Insurance Enquiry - FBQ2781C

As at 31 Oct 2020/14:30:00

Insurance Co: NTUC INCOME INS CO-OP LTD

2	Insurance Enquiry - FBQ2781C Enquiry Fee 20201102172621119365	7.00	0.49	7.49
---	---	------	------	------

Sub-Total	7.00	0.49	7.49
------------------	------	------	------

Total Before Rounding	14.00	0.98	14.98
------------------------------	-------	------	-------

Rounding Difference			0.03
----------------------------	--	--	------

Total Amount Payable			14.95
-----------------------------	--	--	-------

Paid By

540191XXXXXX4799	eNETS Credit Card	14.95
------------------	-------------------	-------

Total		14.95
--------------	--	-------

Cash Change		0.00
--------------------	--	------

Tendered Amount		14.95
------------------------	--	-------

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.



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-20-134589

Date of Request: 03/11/2020

Your Ref No: PURCHASE BY EMAIL

TEAMWORK GARAGE PTE LTD
53 UBI AVE 1 #01-24, PAYA UBI INDUSTRIAL PARK
SINGAPORE 408934

Dear Sir/Madam,

Your Vehicle No: GBJ5464K

Date of Accident: 31/10/2020

Place of Accident: UPP SERANGOON RD

Involving Vehicle No: SHC410P

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 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-20-134590

Date of Request: 03/11/2020

Your Ref No: PURCHASE BY EMAIL

TEAMWORK GARAGE PTE LTD
53 UBI AVE 1 #01-24, PAYA UBI INDUSTRIAL PARK
SINGAPORE 408934

Dear Sir/Madam,

Date of Accident: 31/10/2020

Vehicle No: GBJ5464K

Place of Accident: UPP SERANGOON RD

Involving Vehicle No: SHC410P

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\$)
SHC410P	UPP SERANGOON RD	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 ☒ Cash ☐ Cheque

RE: [MANDATE REQUEST] Re: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

Eric Woo <EricWoo@msfirstcapital.com.sg>

Wed 12/9/2020 9:42 PM

To: Asher Sng (LKKAUTO) <AsherSng@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>

Dear Asher,

You have our mandate to settle as follow:

COR: \$3,959.00

LOR: \$500 - \$840 (\$100 - \$120 x 5-7days)

LTA: \$36.49

To offer: \$4,495.49 – \$4,835.49

Thank you.

Eric Woo

Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Email:

EricWoo@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

From: Asher Sng (LKKAUTO) <AsherSng@lkkauto.com>

Sent: Wednesday, 9 December 2020 6:04 pm

To: Eric Woo <EricWoo@msfirstcapital.com.sg>

Cc: Admin A <admin-a@lkkauto.com>

Subject: [MANDATE REQUEST] Re: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

Your ref : **D20004465MFSH**

Our ref : CC4/FCI20012096/Ees3q2

Dear Sirs,

ACCIDENT INVOLVING SHC 410P (OI) AND GBJ 5464K (TP) ON 31/10/2020

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 "TEAMWORK GARAGE PTE LTD " at \$ 4,835.49(all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repairs (w/GST)	\$ 11,041.00	\$ 3,959.00
2. Loss of Rental (7days x \$120)	\$ 2,750.00	\$ 840.00 (7days x \$120)
3. LTA Search Fee	\$ 36.49	\$ 36.49
Total	\$ 13,827.49	\$ <u>4,835.49</u>

Surveyor recommended 5days for repair.

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 | 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: Eric Woo <EricWoo@msfirstcapital.com.sg>

Sent: Wednesday, December 9, 2020 1:24 PM

To: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>; Su Li (LKK Auto) <suli@lkkauto.com>

Subject: RE: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

Dear Asher,

We refer to email below.

Kindly let us have your recommendation soonest possible.

Thank you.

Eric Woo
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Email:
EricWoo@msfirstcapital.com.sg | Company Regn. No. 195000106C
A Member of **MS&AD 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

From: Eric Woo
Sent: Wednesday, 25 November 2020 9:47 am
To: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>
Cc: Admin A <admin-a@lkkauto.com>; Su Li (LKK Auto) <suli@lkkauto.com>
Subject: RE: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

Dear Asher,

Attached LOD for your reference.

Please let us have your recommendation.

Thank you.

Eric Woo
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Email:
EricWoo@msfirstcapital.com.sg | Company Regn. No. 195000106C | TEL: 6507 3848
A Member of **MS&AD 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

From: Eric Woo
Sent: Monday, November 9, 2020 5:54 PM
To: Su Li (LKK Auto) <suli@lkkauto.com>
Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>
Subject: RE: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

Dear Su Li,

We are agreeable with Express Settlement.

Thank you.

Eric Woo
Motor Claim Department

MS First Capital Insurance Ltd | 36 Robinson Road, City House #16-01 Singapore 068877 | Email:
EricWoo@msfirstcapital.com.sg | Company Regn. No. 195000106C | TEL: 6507 3848
A Member of **MS&AD 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

From: Su Li (LKK Auto) <suli@lkkauto.com>
Sent: Monday, November 9, 2020 4:39 PM
To: Eric Woo <EricWoo@msfirstcapital.com.sg>
Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>
Subject: RE: SURVEY ASSESSMENT - D20004465MFSH/1 // EXPRESS SETTLEMENT

YOUR REF: D20004465MFSH
LKK REF: CC4/FCI20012096/Ees3

Dear Eric,

We refer to the above matter.

We have inspected third party vehicle GBJ 5464K at M/s TEAMWORK GARAGE PTE LTD 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 | 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)

From: Admin-D (LKKAuto)
Sent: Thursday, 5 November 2020 10:20 AM
To: 'Claim Workflow System'; assignments; Admin A
Cc: ERICWOO@MSFIRSTCAPITAL.COM.SG
Subject: RE: SURVEY ASSESSMENT - D20004465MFSH/1

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: Claim Workflow System <cwsmotorclaims@msfirstcapital.com.sg>
Sent: Thursday, 5 November, 2020 10:14 AM
To: ASSIGNMENTS@LKKAUTO.COM
Cc: CWSMOTORCLAIMS@MSFIRSTCAPITAL.COM.SG; ERICWOO@MSFIRSTCAPITAL.COM.SG
Subject: PRI: SURVEY ASSESSMENT - D20004465MFSH/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.