



**AUTOMOTIVE REPAIR CENTRE PTE LTD**  
38 WOODLANDS INDUSTRIAL PARK E1  
#05-18 SINGAPORE 757700  
TEL: 64688834 / FAX: 64622278  
E-MAIL: [info@automotiverepaircentre.com.sg](mailto:info@automotiverepaircentre.com.sg)

China Taiping Insurance (Singapore) Pte Ltd  
Attn: Motor Claims Dept

Dear Sir/ Madam

**LETTER OF DEMAND**

**ACCIDENT INVOLVING VEHICLE NO SGY863L & SMR8482R & SMF9471D & SKT6749Z ALONG UPPER BUKIT TIMAH ROAD ON 06/11/2020.**

We understand that you are the insurer of vehicle SMR8482R.

I/We wish to inform you that my/our vehicle SGY863L have been completed repairs to my/our satisfaction by M/s AUTOMOTIVE REPAIR CENTRE PTE LTD. I/We therefore propose to claim from your as follows:

1.	Cost of Repair	S\$ 23,754.00 (w/GST 7%)
2.	Loss of Use (S\$60.00 x 20 days total)	S\$ 1,200.00
	Loss of Use (14 Days as approved by surveyor)	
	Loss of Use (05 Weekends)	
	Loss of Use (01 Public Holiday – Deepavali)	
3.	LTA Search Fee/GIA Reports	S\$ 2.00
	<b>TOTAL</b>	<b>S\$ 24,956.00</b>

Please let us have your reply soonest possible.

Thank you.

Yours faithfully



05/01/2021

## LETTER OF AUTHORISATION

I/We, LEE SHYUE WOON ("claimant") of  
6 PETIR ROAD #16-11 5678267 (address), owner of SGY 863L (vehicle no.)  
hereby authorize **Automotive Repair Centre Pte Ltd** ("the workshop"), to act on behalf of  
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. SGY 863L that was damaged pursuant to the accident occurred  
on 6/11/2020 (date) along UPPER BUKIT TIMAH ROAD (location)  
involving vehicle no/s SMR 8482R ("the accident").

I/We further authorize the workshop to settle my/our above mentioned claim in a manner that  
they deem fit and the workshop is further authorized to receive payment further to settlement  
of my/our claim with payment cheque/s being made in favour of the workshop.

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 is concerned.

Dated this 9 (day) of 11 (month) 2020 (year)



Signed by "the claimant"  
(with chop if applicable)



Signed by "the workshop"  
(with chop)



## AUTOMOTIVE REPAIR CENTRE PTE LTD

Company Reg No: 201312913C GST Reg No: 201312913C

38 Woodlands Industrial Park E1

#05-18 Singapore 757700

Tel: 6468 8834 Fax: 6462 2278

Email: info@automotiverepaircentre.com.sg

### Tax Invoice

Invoice No: 00002580

Date: 5/1/2021

Reference: SGY863L

Terms:

Page: 1

Bill To:

CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD

3 ANSON ROAD

#16-00

SPRINGLEAF TOWER

SINGAPORE 079909

No	DESCRIPTION	AMOUNT
1	COST OF REPAIR (LUMP SUM)	\$22,200.00
Customer Signature & Co. Stamp		Sub-Total: \$22,200.00 GST @ 7%: \$1,554.00 Amount Due: \$23,754.00

This is an electronically generated invoice, no signature is required

**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

## Third Party Insurer Enquiry

Our Ref No: GR-20-137932

Date of Request: 09/11/2020

Your Ref No:

Online Purchase

Automotive Repair Centre Pte Ltd  
38 Woodlands Industrial Park E1  
#05-18  
Singapore 757700

Dear Sir/Madam,

Enquiry Date 09/11/2020

Enquiry By Lin Shu Juan

TP Vehicle No. SMR8482R

Accident Date 06/11/2020

**Enquiry Result**

TP Vehicle No.	Insurer	Period of Insurance	Insurer Tel. No.
SMR8482R	Sompo Insurance Singapore Pte. Ltd.	01/01/2020-31/12/2020	6461 6555
SMR8482R	China Taiping Insurance (Singapore) Pte. Ltd.	04/07/2020-03/07/2021	6389 6111

Thank You.

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.

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

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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-20-137932

Date of Request: 09/11/2020

Your Ref No:

Online Purchase

Automotive Repair Centre Pte Ltd  
38 Woodlands Industrial Park E1  
#05-18  
Singapore 757700

Dear Sir/Madam,

Enquiry Date 09/11/2020  
Enquiry By Lin Shu Juan  
TP Vehicle No. SMR8482R  
Accident Date 06/11/2020

DESCRIPTION	AMOUNT (S\$)
TP Insurer Enquiry	1.87
GST Amount	0.13
Total Amount Due (GST Inclusive)	2.00

Thank You.

This is a computer generated document and requires no signature.

For GIARMC Official use:

Date:

☒ [X] GIRO ☐ [ ] Cash ☐ [ ] Cheque