

**Xin Hua Workshop Pte Ltd**  
**Letter of Demand**

Our Ref: SLW 7061 P

9-Apr-2021

**Lonpac Insurance**  
300 Beach Road  
#17-04/07 The Concourse  
Singapore 199555

Dear Sir/Mdm:

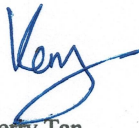
**ACCIDENT INVOLVING SLW7061P AND SKU9806S ON 13-NOV-2020 AT ALONG  
SERANGOON GARDEN WAY**

**We are acting on behalf of the owner/driver to recover his vehicle damages and losses  
sustainer in the above accident from the third party driver/ or insurers.**

<u>Description</u>					<u>Amount</u>
Repair Costs					\$ 12,566.70
Loss of Rental	\$120.00	X	13	days	\$ 1,669.20
Loss Of Use	\$0.00	X	0	days	\$ -
Search Fees (LTA)					\$ 7.45
Surveyor fees					\$ -
Others Claim					\$ 29.00
Amount					\$ 14,272.35

Please look into our client claims and let us hear from you shortly.

Thank you



Kerry Tan  
Xin Hua Workshop Pte Ltd  
Tel : 8430 9812  
email : xinhuaworkshop@gmail.com

**Xin Hua Workshop Pte Ltd**  
**23 Kaki Bukit Avenue 4, #04-01(South Wing) Singapore 415933**  
**Tel : 6844-1985 Fax : 6844-5185**  
**Business Reg No. 201838521G**

**Proforma Invoice**

**Bill To**

**Lonpac Insurance**  
300 Beach Road  
#17-04/07 The Concourse  
Singapore 199555

**Invoice Date** : 07-Apr-21  
**Invoice No** : P21-0010  
**Vehicle No.** : SLW 7061 P  
**Accident Date** : 13-Nov-20

Item No	Description	Quantity	Unit Price	Amount
1	Repair as per surveyor recommend repair cost.	1		\$12,566.70
<u>Remarks</u>			<b>Sub Total</b>	\$12,566.70
			<b>Amount Due</b>	\$12,566.70

for Xin Hua Workshop Pte Ltd

  
AUTHORISED SIGNATURE



# TAX INVOICE

GST Reg. No. : M2-0094320-1  
Co. Reg No. : 199003483E

TAN AH KIM  
BLK 244 HOUGANG ST 22  
#11-131  
SINGAPORE 530244

INVOICE NO.: **REN-21IR00047R**

DATE : **18-Nov-20**

DESCRIPTION	AMOUNT
<b>CAR NO.: SLL 2851S</b>	
<b><u>RENTAL PERIOD:</u></b> 18/11/2020 - 30/11/2020	
* RENTAL DAILY \$120.00 * 13 DAYS	\$1,560.00
* GST 7%	\$109.20
E. & O. E.	
<b>TOTAL:</b>	<b>\$1,669.20</b>

**ALPINE CAR RENTAL PTE LTD**

ALL CHEQUE PAYMENTS SHOULD BE CROSSED AND MADE PAYABLE TO 'ALPINE CAR RENTAL PTE LTD'.  
PLEASE INDICATE INVOICE NO. ON THE REVERSE SIDE.  
PAYMENT IS DUE ON THE TERMS STATED HEREIN. INTEREST WILL BE CHARGED AT THE RATE OF 12% PER ANNUM UNTIL FULL PAYMENT OF THE OUTSTANDING SUM.

This Invoice is computer generated.  
No signature is required.





AlpineCarRental

SLW 7061P

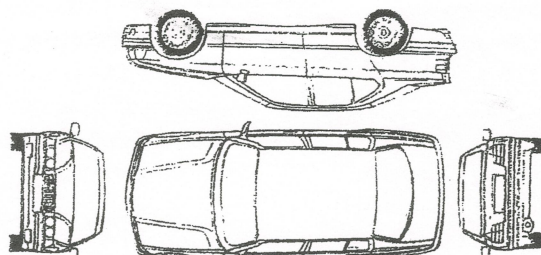
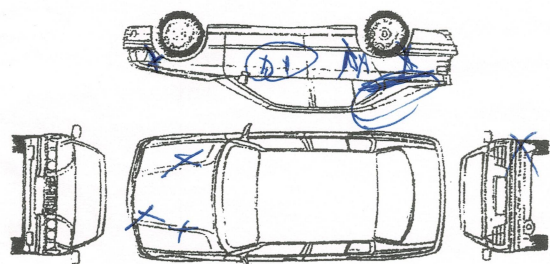
Excess: \$2000.00

# Check Out / Check In List (HA No: \_\_\_\_\_)

CAR NO: SLL 2851 S MAKE / MODEL: OPEL ASTRA 1.0 AT/MT

## 1. ITEMS FITTED / PLACED ON THE CAR

O	<input type="checkbox"/>	RADIO / CASSETTE / CD PLAYER	I	<input type="checkbox"/>	RADIO REMOTE CONTROL (1 PC)	I	<input type="checkbox"/>
	<input type="checkbox"/>	CIGARETTE LIGHTER		<input type="checkbox"/>	RADIO SPEAKERS (4 PCS)		<input type="checkbox"/>
	<input type="checkbox"/>	SPARE TYRE (1 PC)		<input type="checkbox"/>	SPARE TOOLS / JACK		<input type="checkbox"/>
	<input type="checkbox"/>	FRONT SEAT BELTS (2 PCS)		<input type="checkbox"/>	REAR SEAT BELTS (3 PCS)		<input type="checkbox"/>
	<input type="checkbox"/>	FLOOR MATS (4/5/6 PCS)		<input type="checkbox"/>	BOARD COVER (1 PC)		<input type="checkbox"/>
	<input type="checkbox"/>	FRONT / CENTRE ROOF LIGHT		<input type="checkbox"/>	CAR / RADIO MANUALS		<input type="checkbox"/>
	<input type="checkbox"/>	SPEAKER BOARD (1 PC) HATCHBACKCAR		<input type="checkbox"/>	REAR VIEW MIRROR (1 PC)		<input type="checkbox"/>
	<input type="checkbox"/>	SIDE VIEW MIRRORS (2 PCS)		<input type="checkbox"/>	FRONT WIPERS (2 PCS)		<input type="checkbox"/>
	<input type="checkbox"/>	REAR WIPER (1 PC)		<input type="checkbox"/>	HEADLIGHT WIPERS (2 PCS)		<input type="checkbox"/>
	<input type="checkbox"/>	TYRES (4 PCS)		<input type="checkbox"/>	HUB CARS (4 PCS)		<input type="checkbox"/>
	<input type="checkbox"/>	PETROL COVER (1 PC)		<input type="checkbox"/>	FRONT / REAR NUMBER PLATES (2 PCS)		<input type="checkbox"/>



PETROL OUT : E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F

KM OUT : 32788

PETROL IN : E 1/8 1/4 3/8 1/2 5/8 3/4 7/8 F

KM IN : \_\_\_\_\_

REMARKS : kelun

NO SMOKING, NO DURIANS ALLOWED IN VEHICLE  
PLEASE REMEMBER TO REMOVE ALL VALUABLES & BELONGINGS

PLEASE RETURN WITH SAME FUEL LEVEL AS WHEN IT WAS HANDED OVER

CHECKED OUT BY: Lim Chi kelun  
DATE / TIME : 18/11/2020 PM/AM

CHECKED IN BY: kelun Chi  
DATE / TIME : 30/11/2020 PM/AM

HIRER'S SIGNATURE

NAME: ~~SLW 7061P~~ (KELUNIA)

MOBILE: \_\_\_\_\_

HIRER'S SIGNATURE

NAME: \_\_\_\_\_

MOBILE: \_\_\_\_\_





Land Transport Authority

10 Sin Ming Drive

Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 13 Nov 2020 / 21:03:19

Receipt Date/Time : 13 Nov 2020 / 21:03:19

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-201113-003320

Previous Receipt No. :

**S/N Item Description/**

**Business Transaction Reference  
No.**

<b>Amount Before GST (S\$)</b>	<b>GST Amount (S\$)</b>	<b>Amount After GST (S\$)</b>
--	---------------------------------	---------------------------------------

Result of Insurance Enquiry - GX249R

As at 10 Nov 2020/16:50:00

Insurance Co: CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD

1 Insurance Enquiry - GX249R  
Enquiry Fee

20201113210208023794

7.00	0.49	7.49
------	------	------

**Sub-Total**

7.00	0.49	7.49
------	------	------

Result of Insurance Enquiry - SKU9806S

As at 13 Nov 2020/11:35:00

Insurance Co: LONPAC INSURANCE BHD

2 Insurance Enquiry - SKU9806S  
Enquiry Fee

20201113210208109273

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**

20201113210226185

Direct Debit: eNETS Debit  
(Internet Banking)

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-20-141981

Date of Request: 17/11/2020

Your Ref No: PURCHASE BY EMAIL

XIN HUA WORKSHOP PTE LTD  
23 KAKI BUKIT AVE 4 #04-01  
SINGAPORE 415933

Dear Sir/Madam,

Your Vehicle No: SLW7061P

Date of Accident: 13/11/2020

Place of Accident: SERANGOON GARDENS WAY

Involving Vehicle No: SKU9806S,SDB9699S

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 [X] Cash [ ] Cheque



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-20-141982

Date of Request: 17/11/2020

Your Ref No: PURCHASE BY EMAIL

XIN HUA WORKSHOP PTE LTD  
23 KAKI BUKIT AVE 4 #04-01  
SINGAPORE 415933

Dear Sir/Madam,

Date of Accident: 13/11/2020

Vehicle No: SLW7061P

Place of Accident: SERANGOON GARDEN WAY

Involving Vehicle No: SKU9806S

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\$)
SKU9806S	SERANGOON GARDEN WAY	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



## WARRANT TO ACT

In the matter of an accident involving motor vehicles SLW7061P and  
SKU9806S on 13/11/2020 at along Serangoon Garden Way

I/We, Tan Ah Kim (NRIC) S1811062H  
of 244 Hougang Street 22 #11-131 Singapore 530244  
hereby appoint and instruct Xin Hua Workshop Pte Ltd  
to act for and on my/our behalf in respect of the above matter, including,

- (a) to claim for my cost of repairs/loss of use/cost of rental and all costs properly incurred in respect of these claims;
- (b) to negotiate, settle or litigate the claim and to receive all monies of claim on my/our behalf;
- (c) to pay to yourselves all monies and Party and Party costs you may at any time receive from the third parties in connection with the above matter;
- (d) to release all monies or proceeds of settlement monies received by you (after deducting your legal costs) to my repairers M/s Xin Hua Workshop Pte Ltd in settlement of my outstanding bill/account with them;

Dated the 13 day of November 2020



\_\_\_\_\_  
Name/Signature



## Letter of Authorization

Accident Involving my vehicle SLW 7061P & SKU 9806S on 13/11/2020  
at along Serangoon Garden Way

I/We, Tan Ah Kim, owner of vehicle no. SLW 7061P  
hereby authorize Xin Hua Workshop Pte Ltd to proceed with the repair for my  
vehicle SLW 7061P which was damaged in the above accident.

I further authorize Xin Hua Workshop Pte Ltd to claim against the driver and/or the  
owner of the other vehicle(s) involved in the said accident for the repair cost and the loss of  
use/rental, and etc of my vehicle on my behalf and for the own benefit.

You are further authorized to appoint your solicitor and give instruction in my name for the purpose  
of seeking recovery of the said cost of repairs and the loss of use/rental, and etc.

I further authorize you and/or your representative(s) to sign all and any documents including but not  
limited to Release forms and Discharge Vouchers, so as to effect settlement of the repair costs, loss  
of use/rental and etc, as well as legal fee and all disbursements related thereof.

I hereby undertake to co-operate with you and render you all the assistance (Including the re-  
inspection of my vehicle and being a witness at trial) that may be necessary for you to recover the cost  
of repairs and the loss of use of my vehicle against any party.



Signature/ Company Stamp

Name : Tan Ah Kim  
NRIC No : S18110624  
Hp Tel : 9826 0666  
Address : 244 Hougang  
Street 22 #11-131  
Singapore 530244

Date : 13/11/2020



## LETTER OF AUTHORITY & INDEMNITY

In the matter of an accident involving motor vehicles SLW7061P and SKU9806S  
on 13/11/2020 at along Serangoon Garden Way.

I/We, Tan Ah Kim (NRIC) S18110624  
of 244 Hougang Street 22 # 11-131 Singapore 530244.  
am/are the registered owner of vehicle no. SLW7061P at the material  
time of accident.

I/We hereby authorize Xin Hua Workshop Pte Ltd to  
proceed with the repairs to the damages caused to my/our vehicle in the above  
accident in accordance with the recommendations and advice of the licensed  
motor adjuster appointed by the insurers or by us on my/our behalf.

I/We further authorize you to appoint solicitors to demand, claim and if necessary,  
to use my/our name to commence legal proceedings for the above purpose.

I/We further agreed to fully co-operate and to undertake without hesitation and  
reservation all assistance that you or my/our solicitors may require from me/us  
for the purpose of making the claim, including attending all meetings and court  
hearings in connection with my/our claim.

I/We hereby declare that I/we will always remain and be liable to you for the cost  
or repairs to my/our said vehicle and other incidental expenses. In the event that  
my/our claims are unsuccessful or partially successful or are dismissed due to  
any wilful misrepresentation or withholding of material facts as well as failure to  
execute the discharge vouchers on request, I/we hereby undertake to reimburse  
you the full repair costs or any portion of the same that cannot be recovered  
including loss of use, surveyor fees, legal fees and disbursements if necessary.

I/We irrevocably authorize Mr Xin Hua Workshop Pte Ltd of the  
repairers to sign all discharge voucher/indemnity forms and all necessary  
documents in connection with and arising out of the above claim.

Dated the 13 day of November 2020



\_\_\_\_\_  
Name/Signature