

## Shiau Chan (LKKAUTO)

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**From:** Shiau Chan (LKKAUTO)  
**Sent:** Thursday, 10 December 2020 9:38 AM  
**To:** claims@premiumauto.com.sg; SUR  
**Subject:** RE: OD CLAIM FOR SDB 7377 J ON 2/12/2020

Dear Sharifah,

As instructed by our client, please proceed to repair the insured vehicle **SDB 7377J** (Excess \$600/-).

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.

**Note: Kindly arrange our surveyor to conduct resurvey for side by side of NEW & OLD gearbox.**

*"Best Wishes for Merry Christmas & Happy New Year 2021"*

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:** Admin-D (LKKAUTO) <admin-d@lkkauto.com>  
**Sent:** Tuesday, 8 December 2020 2:34 PM  
**To:** claims@premiumauto.com.sg; SUR <sur@lkkauto.com>  
**Cc:** assignments <assignments@lkkauto.com>  
**Subject:** RE: OD CLAIM FOR SDB 7377 J ON 2/12/2020

Dear Sharifah,

Received with thanks.

**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)

*"Best Wishes for Merry Christmas & Happy New Year 2021"*

*\* 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@premiumauto.com.sg](mailto:claims@premiumauto.com.sg) <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Sent:** Tuesday, 8 December 2020 2:31 PM  
**To:** 'Nivitha (LKK Auto)' <[admin-d@lkkauto.com](mailto:admin-d@lkkauto.com)>; [sur@lkkauto.com](mailto:sur@lkkauto.com)  
**Cc:** [assignments@lkkauto.com](mailto:assignments@lkkauto.com); 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Subject:** RE: OD CLAIM FOR SDB 7377 J ON 2/12/2020  
**Importance:** High

Hi Nivitha

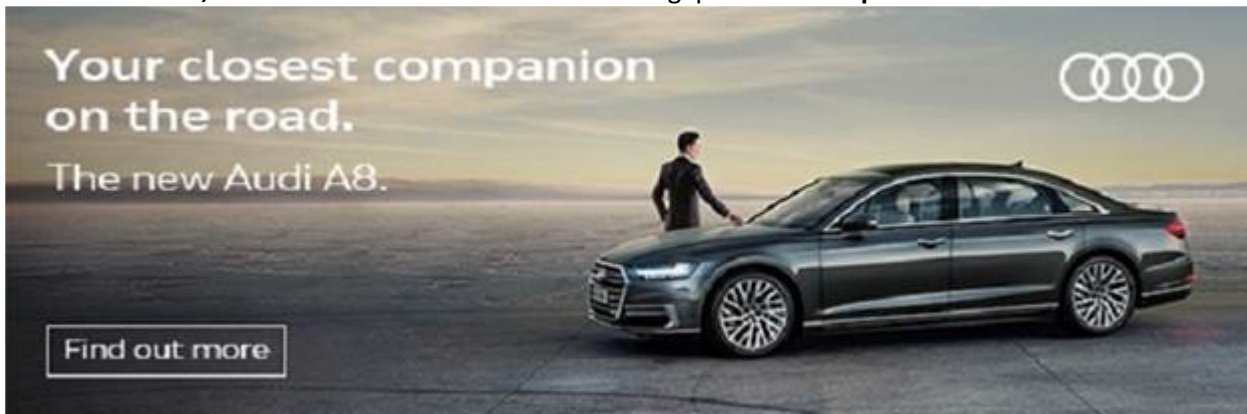
Please see attached Certificate of Insurance as requested.

Please advise on OD authorisation to repair urgently.

Thank you.

**Best Regards**  
**Sharifah**  
**Claims Advisor**

**Premium Automobiles Pte Ltd** (Reg No 199902271W)  
55 Ubi Road 1 Road Singapore 408699  
**D.** +65 6768 9911 **P.** +65 9871 9964  
**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, 8 December 2020 1:38 PM  
**To:** 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>; [sur@lkkauto.com](mailto:sur@lkkauto.com)  
**Cc:** [assignments@lkkauto.com](mailto:assignments@lkkauto.com)  
**Subject:** RE: OD CLAIM FOR SDB 7377 J ON 2/12/2020

Dear Sir/Mdm,

Kindly assist to provide us the Certificate of Insurance for SDB 7377J.

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)

*"Best Wishes for Merry Christmas & Happy New Year 2021"*

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**From:** Claims <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>

**Sent:** Friday, 4 December 2020 6:28 PM

**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@lkkauto.com](mailto:sur@lkkauto.com)

**Cc:** 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>

**Subject:** OD CLAIM FOR SDB 7377 J ON 2/12/2020

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 7/12/2020 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)

Audi Showroom, Audi Centre 281 Alexandra Road Singapore 159938 p. +65 6836 2223

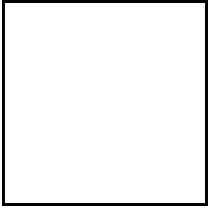


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