

25 JAN 2021

Our Ref: SMR2560M

**INDIA INTERNATIONAL INSURANCE (SINGAPORE)****By email****Attn: Motor Claims Department**

Dear Sir/ Ma'am,

**RE: ACCIDENT INVOLVING SMR2560, SJF1927U & SMU5779T on 14/01/2021 @ 1905**

We are writing on behalf of **CHOO OI CHAN**, the registered owner of motor vehicle number **SMR2560M** which was involved in the aforementioned accident.

Our customer's vehicle was damaged due to your insured/authorized driver's negligence in the driving, control and/or management of your insured vehicle. We are instructed to claim the following expenses incurred:

1	Cost of Repairs	\$	8650.00
2	Loss of Use (15/01/21 to 24/01/21 – 09 days x S\$120/day)	\$	1080.00
4	TOWING FEES	\$	50.00
	<b>Total:</b>	<b>\$</b>	<b>9780.00</b>

The following supporting documents are enclosed herewith:

1. Copy of Certificate of Insurance
2. Copy of Letter of Authorization to act on our customer's behalf
3. Copy of LTA and GIA search fee payment receipts
4. Copy of Final Repair Bill
5. Copy of Replacement Vehicle Rental Invoice

Please acknowledge receipt of this letter and the enclosed documents. We look forward to your favourable reply in the soonest.

Yours faithfully,

**ONG PIN QI**  
Polymath Garage Pte Ltd