

**Letter Of Demand**

Date : 19.08.2021

Ref No.: SGE 7407E

To : **AIG ASIA PACIFIC INSURANCE PTE LTD**  
**78 Shenton Way**  
**#07-16 AIG Building**  
**Singapore 079120**

Thru : **LKK AUTO CONSULTANTS PTE LTD**

Attention: Motor-Claims Dept

Dear Officer-in-Charge

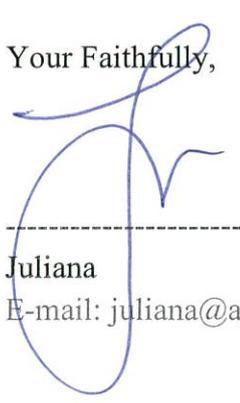
**Case: Accident Involving vehicle SKE 7510S & SGE 7407E on 29.01.2021**

With reference to above case.

Please find attached copies;

Invoice Reference APIV21-000198	<b>S\$ 4,012.50</b>
Loss of Rental (07 days x S\$200.00)	<b>S\$ 1,498.00 (with GST)</b>
Authorization Letter	
Towing Fee	<b>S\$</b>
LTA Search Fee	<b>S\$ 7.45</b>
Total Cost	<b>S\$ 5,517.95</b>

Your Faithfully,

  
-----  
Juliana

E-mail: juliana@apautomotive.services





# TAX INVOICE

AIG ASIA PACIFIC INSURANCE PTE LTD  
Attention: MOTOR CLAIM DEPARTMENT  
78 SHENTON WAY  
#07-16 AIG BUILDING 079120  
SINGAPORE

**Invoice Date**  
19 Aug 2021

**Invoice Number**  
APIV21-000198

**Reference**  
SKE7510S

**GST Registration no.**  
202022890H

AP Automotive Services  
Pte Ltd  
Headquarter / Finance  
Department  
9006 Tampines Street 93,  
#01-202 Tampines  
Industrial Park A  
(65) 6784 4465  
<http://www.apautosg.com>

Description	Quantity	Unit Price	Amount SGD
LUMP SUM REPAIR	1.00	3,750.00	3,750.00
		Subtotal	3,750.00
		TOTAL LOCAL SUPPLY OF GOODS AND SERVICES 7%	262.50
		<b>TOTAL SGD</b>	<b>4,012.50</b>

**Due Date: 19 Dec 2021**

This is a computer-generated document. No signature is required.

**Payment Instructions:**

**Cheque: -**

All cheques should be crossed and made payable to AP AUTOMOTIVE SERVICES PTE LTD.

Kindly indicate TAX INVOICE NO. and / or VEHICLE REGISTRATION NUMBER on the reverse side.

**Corporate PayNow: -**

Payments can also be made via PayNow. Corporate PayNow to UEN 202022890H for payment.

Kindly indicate TAX INVOICE NO. and / or VEHICLE REGISTRATION NUMBER under "Bill Reference Number" field before payment authorisation.

Thank you for the business! No receipt will be issued, unless requested.



# TAX INVOICE

POH JING WEN ALYSSA  
266 BUKIT BATOK EAST AVENUE 4  
#08-222  
650266  
SINGAPORE

**Invoice Date**  
1 Jul 2021

**Invoice Number**  
RV21-000192

**Reference**  
SMW1705T

**GST Registration no.**  
202022890H

AP Automotive Services  
Pte Ltd  
Headquarter / Finance  
Department  
9006 Tampines Street 93,  
#01-202 Tampines  
Industrial Park A  
(65) 6784 4465  
<http://www.apautosg.com>

Description	Quantity	Unit Price	Amount SGD
RENTAL CHARGES FOR SMW1705T 01.02.2021 - 08.02.2021 REPLACEMENT VEHICLE FOR SKE7510S	7.00	200.00	1,400.00
		Subtotal	1,400.00
		TOTAL LOCAL SUPPLY OF GOODS AND SERVICES 7%	98.00
		<b>TOTAL SGD</b>	<b>1,498.00</b>

## Due Date: 19 Dec 2021

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Kindly indicate TAX INVOICE NO. and / or VEHICLE REGISTRATION NUMBER on the reverse side.

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Kindly indicate TAX INVOICE NO. and / or VEHICLE REGISTRATION NUMBER under "Bill Reference Number" field before payment authorisation.

Thank you for the business! No receipt will be issued, unless requested.

**HIRER PARTICULARS**

**Rental Agreement**

Name / Company : Pdt JING WEN ALYSSA  
 Address : 266 Bukit Batok East  
 Ave 4 #08-222 S(650266)  
 HP Number : 9385 2892

Agreement Date : 01-02-2021  
 Rental Term : DAILY  
 Rental Rate : 200/day  
 Agreed Period :  
 Estimated End Date :  
 Excess For Section 1 : \$2,000  
 Excess For Section 2 : \$1,500  
 Job Account No. : 3663227600  
 PayNow UEN No. : 202022890H

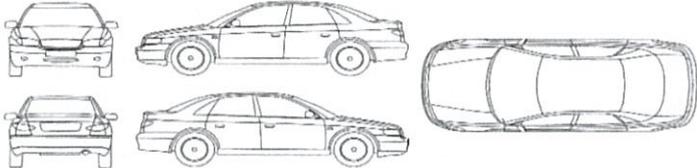
**RENTAL VEHICLES/ACCESSORIES**

REG ITEM ID	Reg. No.	Make	Model	Capacity
	SMW1705T	Bmw	523I 4T ABS	2.5

NAME	NRIC No./Fin No.	D.O.B.	Nationality	Contact No.	Address	Lic. Pass Date
	S9622844A	01/1/96	SPorean			04-09-2015

**DELIVERY OF VEHICLE**

Checked Out By		
DATE OUT	TIME OUT	MILEAGE OUT
01-02-2021	16:00hrs	
Petrol Out :	EMPTY 1/8 1/4 3/8 1/2 5/8 3/4 FULL	
Estimated Date Of Return		
		
Checked Out By		
Date in	Time In	Mileage In
08-02-2021	13:00hrs	
Petrol Out :	EMPTY 1/8 1/4 3/8 1/2 5/8 3/4 FULL	
Petrol Used :		
(Note: Petrol level to be RETURNED as it was RENTED out)		
Return Note: Auto Renewal of rental agreement if non-return of vehicle by the estimated date.		
Computation Check By		

Mode Of Payment	
Internet Banking	
Cheque	
Rental Due	:
Delivery Charge	:
Excess Buy Down	:
GST	:
Total Due	:
Total Paid	:
Damage Recovery	:
Others	:
Deposit	:
Amount Refund	:

Remarks:
Signature / Date

NO REFUND OF DEPOSIT ON - PUBLIC HOLIDAYS - SUNDAY AND AFTER 5p.m. DAILY PAYMENTS FOR DEPOSIT WILL BE REFUNDED BY CHEQUE AFTER 7 DAYS.

PURPOSE OF RENTAL :

THE ABOVE-MENTIONED NAME/COMPANY  
 HEREBY AGREES & ACCEPTS AP AUTOMOTIVE  
 SERVICES' TERMS AND CONDITION OF RENTAL

  
 \_\_\_\_\_  
 DRIVER SIGNATURE

  
 \_\_\_\_\_  
 SIGNATURE & CO'S STAMP

**TERMS AND CONDITIONS OF RENTAL**

1. AP AUTOMOTIVE SERVICES PTE LTD (AP) shall let and the HIRER shall take on hire on the Terms and Conditions stated herein of the use of AP rental vehicle (VEHICLE). The HIRER shall be bounded by the Terms and Conditions for the full period of rental stated in the RENTAL AGREEMENT (RA) or in the case of extension of rental period to be extended till the termination of contract occurred. The VEHICLE can only be operated or cause the VEHICLE to be operated within Singapore only.
2. The HIRER shall pay AP the full payment stated in the RA including Goods and Services Tax (GST) and an interest-free security deposit on or before the agreement date or upon collection of the VEHICLE. The interest-free deposit shall be refunded fully only if the VEHICLE is deem fit upon the return of the VEHICLE after termination/maturity date.
3. The HIRER shall pay promptly all rental payments due without delay. The due date for payment of the first rental fee shall be the date of collection of VEHICLE and subsequent rental payment shall fall due on the same day of every calendar month. Payment shall be made payable to AP AUTOMOTIVE SERVICES PTE LTD. There shall not be any refund of rental payment if HIRER returns the VEHICLES prematurely from the agreed upon of rental. AP may at its discretion charge the HIRER an interest of (2%) per month on all overdue payment.
4. The agreement shall terminate if HIRER breaches any of HIRER obligations under the Terms and Conditions of rental. Should the termination of contract occurred, the HIRER shall pay AP all rental payments due and unpaid (including interest) at the date of termination. The interest-free security deposit will also be forfeited. The Hirer shall pay AP on demand; expenses for repossession or collection, attorney's fees including court fees incurred by AP in pursuing the claims against the HIRER.
5. AP reserves the right to revoke the possession of the VEHICLE from the HIRER to terminate the RA between HIRER and AP at any time for a rational reason when required to protect AP's interest and/or assets.
6. AP to provide VEHICLE to HIRER with good working condition including tool kit (e.g. spanner, jack) and spare tyre with no additional except those originally included with the VEHICLE. The HIRER agrees to return the VEHICLES in the same good working condition with all equipment intact and with no unauthorize repair (except ordinary wear and tear) to AP and on the date specified (or sooner, if demanded by AP) with the same fuel level as per commencement of rental. AP shall be responsible for reasonable wear & tear, maintenance and repair only, as per recommended by the manufacturer or appointed workshop.
7. AP shall also change bald or worn tyres when necessary. HIRER shall be responsible for punctured or cracked tyre(s) due to negligence and/or act of god. HIRER shall be responsible for basic maintenance like radiator water/oil level, suitable tyre pressure and similar. If the VEHICLE is returned in an unsatisfactory or accident damaged condition, all charged for repair, servicing and/or restoration works to its original condition will be imposed on the HIRER.
8. In the event of accidental total loss/theft to the VEHICLE caused by or due to negligence or forfeiture by government authorities for HIRER's illegal acts during the rental period and while in possession of the HIRER, the HIRER shall pay AP the full cost of obtaining a replacement vehicle as well as compensation to AP for the loss of the use of such VEHICLE. The "loss of use" shall be charges of rental fees as agreed by AP in pursuing the claims against the HIRER.
9. The insurance excess stated in condition 10 and 11 hereafter refer to the amount of money required for the HIRER to pay before any successful insurance claim could be made possible.
10. For passenger vehicles, HIRER (and authorised Driver/s) will be liable for the insurance excess of \$2000 Section I & \$1500 Section II (exclude GST). HIRER (and authorised Driver/s) must be at least 22 years old with more than 2 years driving experience.
11. For commercial vehicles, HIRER (and authorise Driver/s) will be liable for the insurance excess of \$2000 Section I & \$1500 Section II (exclude GST). HIRER (and authorised Driver/s) must be at least 22 years old with more than 2 years driving experience.
12. The HIRER (and authorised Driver/s) will immediately report any accident within 24 hours to AP and will also deliver to AP every summon, compliant or paper of any kind received by HIRER/DRIVER in any way relating to any accident involving the VEHICLE while rented under this B111RA.
13. The HIRER shall inform AP any changes of Driver/s and/or authorised person without delay. Failure to do so AP shall not be responsible: (a) for the incorrect furnishment of particulars for traffic offences; (b) declined coverage of motor insurance.
14. The HIRER (and authorised Driver/s) will not aid or encourage the filling of any claim by third party claimant or admit liability as a result of any accident and will fully cooperate fully with AP and its insurer in the investigation and defence of any claim or lawsuit. All repairs must be carried out by AP or it's insurer's authorised workshop only. Coverage does not apply to: (a) injury or destruction of property owned by, rented to, in charge of or transported by the HIRER; (b) any liability of any nature whatsoever of a driver who is not an Authorised Driver; any accident which occurs while VEHICLE is violation of Condition 8; (c) any Authorised Driver who has been rejected insurance coverage by any insurance company in respect of HIRER's motor insurance arrangement with such company; (d) bodily injuries pf commercial vehicle's driver/s.
15. The HIRER agrees with AP as follows: (a) To operate or cause the VEHICLE to be operated at all time during the terms hereof by qualified drivers having a valid and current licence., and adhere strictly to the insurance clauses. (b) NOT to make or permit to be made any repairs pr alterations to the VEHICLE but shall promptly notify AP of all cases of breakdown or damage. (c) To pay for all fines and penalties in respect to the use of the VEHICLE that may be imposed by any authority in relation of traffic charges, illegal modifications. (d) To inform AP when VEHICLE is due for servicing and servicing shall only be done at AP's appointed workshop(s). (e) To constantly check and maintain VEHICLE engine oil and radiator water level and to inform AP immediately of any malfunction of the VEHICLE.

I/We Poh Jins Wen, Alyssa bearing the identity number of S9622849A have read and understood all clauses of the abovementioned terms and conditions of rental and are to be bounded by them. I/We shall take full responsibility to handle the rental vehicle with care and avoice any involvement in inlaw purposes.

Jing  
 Signature of Hirer  
 \_\_\_\_\_  
 (company's stamp if applicable)

\_\_\_\_\_  
 Signature of Driver  
 Date: \_\_\_\_\_

[Signature]  
 Signature of  
 AP Automotive Services Pte Ltd  
 Representative



AUTHORISATION & INDEMNITY LETTER

I/We Poh Jing Wen Alyssa NRIC No. / UEN  
 No. S9622848A (the third party claimant), having address at  
BK 266 Bukit Batok East Ave 4 #08-222 S(650266) and the owner of  
SKE7S10S (Vehicle) hereby to authorize **AP AUTOMOTIVE SERVICES PTE LTD** to repair the damage to my  
 vehicle in a reasonable time that was pursuant to the accident which occurred (date) 29.01.2021 along  
BK 266 Bukit Batok East Ave 4 Carpark involving vehicle/s  
SGE7407E.

I/We understand, acknowledge and agree that:

- I/We, the owner of vehicle no. SKE7S10S hereby instruct & authorize **AP AUTOMOTIVE SERVICES PTE LTD** to commence repairs to the said vehicle.
- I/We confirm that you are hereby authorized to handle the repair the vehicle and/or to negotiate and settle my claims, relating to the above mentioned accident, which I/We may have, against other third party/parties, or insurers, and/or to instruct lawyers on my/our behalf, to facilitate the third party claim for me/us.
- You have my/our full authority to instruct my/our solicitors to negotiate a settlement with the third party and/or his insurers on such terms as you deem fit.
- You are hereby authorized to execute and/or sign any documents/discharge voucher / agreements regarding my/our claims/case for my convenience. You are also hereby authorized to receive on my/our behalf monies/claims, correspondences in connection with this said claims.
- I/We confirm that an event of an unsuccessful claims, against the negligent party, and/or my own insurer for the damages caused to my vehicle, I agree to pay all repair costs and any incidental expenses incurred by you, or to lodge an own damage claim (only for Comprehensive cover) to cover the expenses incurred.
- I/We also hereby instruct and authorized you deduct from the claim monies received from the third party all outstanding balances that are still owing to you, namely the balance of repair cost, rental of substitute vehicles and any other incidentals related to the accident claims.

Jing

Owner Signature /Company Stamp/ Date

[Signature]

Witness Signature / Name / Date

Motor Claim Department:

Alt ASIA PACIFIC Insurance Pte Ltd

Dear Sir / Madam,

On (Date) 29.01.2021 there was an accident along  
Blk 266 Bukit Batok East Ave 4 Carpark involving vehicle SKE7510S with vehicle  
SGE 7407E.

I/We, Poh Jing Wen Alyssa, are the  
registered owner of the motor vehicle no. SKE7510S.

Please note that I/We hereby agree that all compensation monies due to me/us in the above said accident to **AP AUTOMOTIVE SERVICES PTE LTD**.

I/We, hereby authorized you to release all compensation monies pertaining to the above-mentioned accident to **AP AUTOMOTIVE SERVICES PTE LTD** and forward your settlement cheque to **AP AUTOMOTIVE SERVICES PTE LTD** who I/We had authorized to collect the said compensation/monies.



Owner Signature/ Company Stamp / Date



Witness Signature



Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 01 Feb 2021 / 12:31:11

Receipt Date/Time : 01 Feb 2021 / 12:31:10

**Tax Invoice/Receipt**

Receipt No. : ITNET-00000-210201-001363

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 - SGE7407E As at 29 Jan 2021/19:00:00 Insurance Co: AIG ASIA PACIFIC INSURANCE PTE. LTD.				
1	Insurance Enquiry - SGE7407E Enquiry Fee 20210201122915241064	7.00	0.49	7.49
<b>Sub-Total</b>		7.00	0.49	7.49
<b>Total Before Rounding</b>		7.00	0.49	7.49
<b>Rounding Difference</b>				0.04
<b>Total Amount Payable</b>				7.45
Paid By				
	526471XXXXXX1212		eNETS Credit Card	7.45
Total				7.45
Cash Change				0.00
Tendered Amount				7.45
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.