

# ONG & SHAN LLC

ADVOCATES & SOLICITORS  
COMMISSIONERS FOR OATHS  
NOTARIES PUBLIC

Our Counter-Signatory's Email Notifications:  
Lawyer : [ongshanllc@gmail.com](mailto:ongshanllc@gmail.com)  
Secretary :

Please send all correspondences to:

- ☐ 2 Kallang Avenue #08-19 Singapore 339407  
Tel: 6444 7845 | Fax: 6444 5847
- ☐ 101 Upper Cross Street #06-15B Singapore 058357  
Tel: 6536 7991 | Fax: 6536 7995
- ☒ 184 Toa Payoh Central #02-364 Singapore 310184  
Tel: 6224 9847 | Fax: 6254 7261

WE DO NOT ACCEPT SERVICE BY FAX

Our Ref : SRSTP.8855.21.cm  
Your Ref : Your insured vehicle GBJ 9345U

22<sup>nd</sup> March 2021

## AIG Asia Pacific Insurance Pte Ltd

(Motor Claims Department)

78, Shenton Way  
#10-16, AIG Building  
Singapore 079120

BY EMAIL

Dear Sirs

**NOTICE TO INSURER TO CONDUCT PRE-REPAIR INSPECTION WITHIN 2 WORKING DAYS  
PURSUANT TO PRE-ACTION PROTOCOL FOR NON INJURY MOTOR ACCIDENT CASES (NIMA)  
ROAD TRAFFIC ACCIDENT INVOLVING SJL 796E/ GBJ 9345U & SGZ 9359L ON 20.03.2021 ALONG  
PIE TOWARDS CHANGI SIMS AVE EXIT @ 0908 HRS**


We act for our client the owner of motor vehicle SJL 796E, who has appointed the under-mention workshop to repair his motor vehicle.

Name of workshop : M/s Joo Lee Motor Workshop  
Address : Blk 9005 Tampines St 93, #01-252 Singapore 528839  
Contact person : Mr. Richard  
Telephone no : 9819-4615  
Fax no : 6788-3025

We hereby give you 2 clear days' notice to conduct a pre-repair inspection of the said vehicle at the above-mentioned workshop during office hours. **(Please contact Mr. Richard to confirm the date and time of your inspection)**.

Please note that if you fail to conduct the pre-repair inspection within the next 2 working days (**excluding any intervening Saturday, Sunday and/or Public Holiday**) you will be deemed to have waived your rights to a pre-repair inspection. The above-mentioned workshop will commence repairs thereafter without further notice to you. They will also be entitled to claim for the additional loss of use /rental (**including any intervening Saturday, Sunday and/or Public Holiday**) arising as a consequence of this notification.

Yours faithfully,

  
Ong & Shan LLC

cc: M/s Joo Lee Motor W

### For Surveyor

From M/s AIG Asia Pacific Insurance Pte Ltd  
Vehicle SJL 796E inspected as follows by Name:

Before repair	Parts removed	After repair
Signature: _____ Date/ Time: _____	Signature: _____ Date/ Time: _____	Signature: _____ Date/ Time: _____