

# 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 refer to the above matter and you are the insurer of GBJ 9345U.

Our client prefer the inspection carry out by your penal surveyor **Marcus Chua of M/s LKK Auto Consultants Pte Ltd** as the Single Joint Expert for this matter.

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 : 9-819-4615  
  
Fax no : 6-788-3025

If you fail to conduct the pre-repair inspection within the next two(2) working days excluding any intervening Saturday, Sunday or Public Holiday, the said workshop will commence repairs thereafter without further reference to you.

Yours faithfully,

**Ong & Shan LLC**  
cc. Joo Lee Motor Works

**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: _____

**ONG & SHAN LLC**

A LIMITED LIABILITY CORPORATION | COMPANY REGISTRATION NUMBER 201408968D

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