FASTECH AUTO PTE LTD

1 Kaki Bukit Ave 6 #01-48 Autobay Singapore 417883

Tel No: 67465405 / 67465376 Fax No: 67458520

Tax Reg No: 200006262D

Date: 18.06.2021

China Taiping Insurance Singapore Pte Ltd 3 Anson Road #16-00 Springleaf Tower Singapore 079909

Attn: Motor Claim Department

Dear Sir/Madam,

ACCIDENT INVOLVING VEHICLES : SJK 9996R / SGG 899D ON 29.05.2021

We are the authorized repair workshop for the owner of motor vehicle no: SJK 9996R , which was involved in the captioned accident with your insured vehicle no: SGG 899D . The vehicle owner has requested and authorized us to assist him in presenting his/her claim against the party responsible for the damage to the vehicle.

As the accident was caused by the negligent act of your insured driving, we are submitting these claims for your consideration on behalf of the owner/claimant.

		\$ 6,073.00
3)	GIA Search Fee	\$ 2.00
2)	Loss of Rental	\$ 400.00
1)	Cost of Repair (inclusive of GST)	\$ 5,671.00

We enclosed herewith the following documents to support the claims:

a) Final Repair Invoice

b) Car Rental Invoice / Agreement

c) GIA Search Result

d) Letter of Authorisation, etc...

e) GIA Report

f) I/C & Driving Licence

g) Insurance Certificate

h) Vehicle Registration Log Card

Kindly look into the matter and let us hear from you on the settlement of our customer's claims as soon as possible.

Please note that it is a condition of any settlement reached that it shall be without prejudice to any personal injury claim (if any) of the owner/claimant.

Thank you.

Yours faithfully,

Jason Tang (jason@fastechauto.com.sg)

For Fastech Auto Pte Ltd

: 29.05.2021 DATE : China Taiping Insurance Singapore Pte Ltd TO ACCIDENT INVOLVING VEHICLE NO. SJK 9996 R RE ALONG Clementi Avenue 2 (Slip Road) Towards West Coast Rd ON 29.05.2021 Choo Chih Huez of (NRIC No./ROC No.) \$15603916 of 2 Jalan Rajawali # 05-08 Singapore 598435. owner of vehicle no. SJK 9996R in consideration of M/s FASTECH AUTO PTE LTD repairing my/our vehicle SJK 9996R at my/our instruction and hereby authorise M/s FASTECH AUTO PTE LTD to demand claim settlement whatever amount settled/payable by the Insurance Company and/or third party or to commence legal proceedings, if necessary, under my name, for the cost of repairs, car rental and/or loss of use, etc. and to their appointing solicitor to act for me/us in respect of the said accident/claim and all claimed and/or settled shall belong to them absolutely. I/We further agree and undertake to indemnify them against the above-mentioned claim cost which may arisen therewith. Signature of Owner: CHOO EMIH HUE Name of Owner:

*** This Discharge Voucher applies only to the claimant's claim for his property damage and will not affect his personal injuries claim and/or uninsured losses claim in a later date. Further, the settlement terms herein should not be used as an evidence to prejudice to the claimant's personal injuries claim and/or other uninsured losses claim arising of the subject matter in this action.

MOTOR CLAIMS DISCHARGE VOUCHER

Policy No: DMPSCNW00039502100 Claim No: SNM21D203095/C02/SGG899D/TANKL

Claimant : CHOO CHIH HUEI

Amount : S\$ 6,073.00

DOLLARS SIX THOUSAND AND SEVENTY THREE ONLY

I/We agree to accept the above mentioned amount to be paid to me/us in full & final settlement of all claims, costs & disbursements for injuries / damages sustained by me/us through an accident involving

Claimant Vehicle No. : SJK 9996R Insured Vehicle No. : SGG 899D

Date of Loss : 29/05/2021

Place of Accident : CLEMENTI AVENUE 2 (SLIP ROAD) TOWARDS WEST COAST ROAD

IN CONSIDERATION of the payment made to me/us of the aforementioned sum by CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD., I/We agree absolutely to discharge CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD. and/or

Insured Name : NG CHENG LYE
Driver Name : NG CHENG LYE

from all claims, present or future in respect of all loss, injury or damage sustained by me/us arising out of the said accident.

I acknowledge that this payment is made without admission of liability on the part of CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD.

1) General Damages	S\$	
2) Cost of Repair/Excess	S\$	5,671.00
3) Loss of Use /Rental /Earning 4) GIA/Police Reports/	S\$	400.00
Investigation Results/Search Fees	SS	2.00
5) Medical Reports/Expenses	S\$ S\$	
6) Survey Fees/Towing Fee	S\$	
7) Cost including Disbursement	SS	
		=======================================
TOTAL	. S\$	6,073.00

 \wedge

Claimant Name: CHOO CHIH HU

NRIC No : SXXXX391G

Date : 3 Aug. 2021

TAX INVOICE

FASTECH AUTO PTE LTD

1 Kaki Bukit Ave 6 #01-48 Autobay

Singapore 417883

Tel No: 67452063 / 67467158 Fax No: 67458520

Tax Reg No: 200006262D

Tax Invoice: 22417

China Taiping Insurance Singapore Pte Ltd

3 Anson Road

#16-00 Springleaf Tower

Singapore 079909

Attn: Motor Claim Department

Date

:18.06.2021

Vehicle No : SJK 9996R

Make/Model : TOYOTA ALLION 1.5A

Chassis/Eng# :

Accident Date : 29.05.2021

Claim No

Reference

: 0521 -22417

Policy No

Amount

To proceed on lump sum repair

S\$

5300.00

Total: S\$ 5300.00 E. & O. E.

GST @ 7% : S\$ 371.00

5671.00 Amount Due: \$\$

for FASTECH AUTO PTE LTD

DYNAMIC CAR RENTAL

1 Kaki Bukit Ave 6 #01-46 Autobay Singapore 417883

Tel No: 6741 7244 / 6746 5405 Fax No: 6745 8520 / 6746 5786

Co. Reg No: 52928467K

To: CHOO CHIH HUEI

Invoice : DCR-2021-06-04

Date : 02.06.2021

Agreement No : 21808 Payment Terms: LOD

DESCRIPTION

AMOUNT

Rental charges for vehicle: SFD 2299A (0521-22417)

400.00

Rental Period from

29.05.2021 to

02.06.2021 .

E. & O. E.

Total

400.00

SHI YING

for Dynamic Car Rental

Dynamic Car Rental

1 KAKI BUKIT AVENUE 6, #01-46/48/50 AUTOBAY, SINGAPORE 417883. TEL: (+65) 6741 7244, 6746 5405 FAX: (+65) 6745 8520, 6746 5786

Co. Reg. No. 52928467K

No 21000

RENTER'S/DRIVER'S SIGNATURE

			RENTAL TERMS AND	CONDITIONS		190	. 21	808	
	Choo Chih H			REG. No.	MAKE	MAKE MODEL:			
	2 Jalan Rajawali # 05-08		SFD 2299A	DIES		ETROL	E 1/4 1/2 3/4	E	
			IN KM		02.06.2021 @ 16:10 DM				
Ī	Singapore 598435		KM OUT		29.05.2021@12:20 pm				
Ì	Siliguitite S 18-135		KM DRIVEN		TIME U				
	NAMED DRIVER Choo Su Bin , Clement								
r	DRIVING LICENCE NO	DATE OF EXPIRY	PLACE OF ISSUE		HOURS	@S\$			
r	S9538076Z PASSPORT NO	DATE OF ISSUE	PLACE OF ISSUE	4	DAYS	@ss [(30.00	\$ 400.00	5
f	ADD NAMED DRIVER				WEEKS	@SS		P 100.00	
1	DRIVING LICENCE NO	DATE OF EXPIRY	PLACE OF ISSUE	N.	MONTHS	@S\$			
1	PASSPORT NO	DATE OF ISSUE	PLACE OF ISSUE		BY INITIALLING, RENTER		TAL		
ŀ				FOR COLLISION DA					
	IMPORTANT NOTES: This vehicle is licenced to carry 04 passeng			WAIVER (C.D.W.)	WAIVER (G.D.W.)		RENTAL	\$ 400.00	5
	No refund will be given for vehicle returns early. No refund will be given for period left in vehicle. Hire is liable to pay als parking fee and traffic summonese. Vehicle return during office hour only. No service on Public Hollody and Sunday. Geographical areas Singapore & West Malaysia. Driver must be: a) 18 years old and above. b) Holding a valid relevant class of driving license. The vehicle is strictly to be driven by the person to whom it is hired to and the additional driver named in the agreement. The hirer is not allowed to sub-left the vehicle to another party and subletting is not covered.					RY FEE	9 700.00	/	
						TION FEE			
			X		- COLLEGE	C. 15-C. 1. 1. 11-2-1			
			PER DAY PER	PER MON	(TH				
	ADDITIONAL CONDITIONS: COMPREHENSIVE COVERED EXCESS: *Section I - Used in Signore Only: SGD 2000.00 *Section II - Used in Signore Only: SGD 1500.00 *Section II - Used Dutside Signore: SGD 3000.00 *Wyscreen Excess United Signore: SGD 100.00 *Wyscreen Excess United Signore: SGD 100.00 *Wyscreen Excess United Signore: SGD 100.00			BY INITIALLING, RENTER					
			AGREES TO PAY ADD FEE FOR PERSONAL ACCIDENT INSURANCE (P.A.I.)						
	THIRD PARTY COVERED EXCESS:		33330						
	*Hiter must bear all costs to the damages of the return vehicle. *Section II - Used in S'pore Only: SGD 1500.00 *Hiter must bear all costs to the damages of the return vehicle. *Section II - Used Outside S'pore: SGD 3000.00 YOUNG AND INEXPERIENCE DRIVER. Hiter or any authorised driver who is age 22 years old (on the date accident) and helow or possess: 18 month or less driving experience.		PER DAY PER WEEK						
)					PER MONTH S				
			PREPAYMENT		TOTAL	CHARGE			
	COMPREHENSIVE COVERED EXCESS: *Section I - Used in Spore Only: SGD 6000.00 *Section II - Used in Spore Only: SGD 6000.00 *W/screen Excess in Spore: SGD 100.00 *W/screen Excess Outside Spore: SGD 100.00 *W/screen Excess Outside Spore: SGD 100.00 *W/screen Excess Outside Spore: SGD 100.00 *HIRD PARTY COVERED EXCESS: *Hirer must bear all costs to the damages of the return vehicle. *Section II - Used in Spore Only: SGD 6000.00 *Hirer must bear all costs to the damages of the return vehicle. *Section II - Used Outside Spore: SGD 12,000.00		CHECK		DEPOSI				
			CASH		DE1 00				
			RECEIPT NO.		NETT G	LADGE			
			ACCEPT NO.		IXCII ()	IMDUL.		-	
								-	
	Hirer is responsible for any costs to the THIRD PARTY DAMAGE / INJURY claims			AMOUNT DUE / RE	FUND				
	HAVE READ THE TERMS OF THIS RENTAL AGREEM								
	DIGNED BY THE BADTIES H	EDETO ON THE		DAVOE					
	DONES DI METANIES II	D		DAT OF			************	>4.44377 W110(10(1010)10)(10(1010)	
	/					1000			
	X -	74-		X		Alle			

DYNAMIC CAR RENTAL

INSURER ENQUIRY

Find insurer

Vehicle reg. no.

SGG899D

Date of Accident

29/05/2021

Reset

% RESULT & RECEIPT

TP Insurer Enquiry Requested By ALLAN TANG (KIM CHWEE AUT...

Payment details

Request Amount: \$\$1.87 GST Amount: S\$0.13

Total Amount Due (GST Inclusive): **\$\$2**

General Insurance Association

Records Management Centre GST Registration No: M400017735

Asher Sng (LKKAuto)

From: Asher Sng (LKKAuto)

Sent: Wednesday, 16 June 2021 11:00 AM

To: NGTINGERN@GMAIL.COM

Subject: ACCIDENT INVOLVING SGG 899D AND SJK 9996R ON 29/05/2021

Our Ref: CC6/CTI21006253/Ues3

16 JUNE 2021

NG CHENG LYE

Dear Sir/Madam,

ACCIDENT INVOLVING SGG 899D AND SJK 9996R ON 29/05/2021

We refer to the above accident where we are acting for China Taiping Insurance (Singapore) Pte Ltd to resolve the claim against you and/or your authorized driver under the Auto Insurance policy taken up with them.

Based on the accident report and accident scenario, liability is down against us. We will therefore proceed to negotiate for an amicable settlement with the Third Party.

Should you however wish to further discuss on the matter prior to our negotiations and settlement, please contact us within 10 days from the date of this letter.

Please call us if you have further queries.

Yours faithfully,

Asher

Case Handler DID: 6841 6051 FAX: 6741 4108

Email: ashersng@lkkauto.com

c.c. China Taiping Insurance (Singapore) Pte Ltd (Motor Claims Dept)

Asher Sng (LKKAuto)

From: Tan Kah Leong <KahLeong.Tan@sg.cntaiping.com>

Sent: Friday, 23 July 2021 2:21 PM

To: Asher Sng (LKKAuto)

Cc: Claims Dept of CTI; Admin A

Subject: RE: [MANDATE REQUEST] RE: SNM21D203095/C02/SGG899D/TANKL / FW: Direct

Settlement - Accident Involving SGG 899D (OI: CTI - SNM21D203095/C02/tkl) and

SJK 9996R (TP: LKK REF - CC6/CTI21006253/Ues3) on 29/05/2021

Follow Up Flag: Follow up Flag Status: Flagged

Dear Asher,

We refer to your email below.

Please proceed to offer up to \$6,073.00(all-in).

Please keep us posted for us to act accordingly.

Thank you.

NOTICE:

In response to the escalating Covid-19 cases, please refrain from sending hardcopy documents to us as delay is to be expected for handling hardcopy documents. All correspondence should be made via email claimsdept@sg.cntaiping.com or fax at 6224 7175. Any inconvenience caused is much regretted.

Regards

Tan Kah Leong

Assistant Executive Claims Department

China Taiping Insurance (Singapore) Pte. Ltd.

3 Anson Road #15-00 Springleaf Tower Singapore 079909

DID: (65) 6389 6193 | F: (65) 6222 7175

W: www.sg.cntaiping.com | FB: www.facebook.com/chinataipingsg/

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From: Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Sent: Friday, July 23, 2021 9:53 AM

To: Tan Kah Leong <KahLeong.Tan@sg.cntaiping.com>

Cc: Claims Dept of CTI <claimsdept@sg.cntaiping.com>; Admin A <admin-a@lkkauto.com>

Subject: RE: [MANDATE REQUEST] RE: SNM21D203095/C02/SGG899D/TANKL / FW: Direct Settlement - Accident Involving SGG 899D (OI: CTI - SNM21D203095/C02/tkl) and SJK 9996R (TP: LKK REF - CC6/CTI21006253/Ues3) on 29/05/2021

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kah Leong,

We refer to the email dated 30/06/021.

Third party is chasing for settlement.

Kindly let us have your approval / instruction if any.

Thank You.

Best Regards,

Asher Sng | Case Handler LKK Auto Consultants Pte Ltd

email: <u>ashersng@lkkauto.com</u> | fax: 6741-4108 | did: 6841-6051 Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | \$(408933)

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.

From: Asher Sng (LKKAuto)

Sent: Wednesday, 30 June 2021 12:20 PM

To: Tan Kah Leong < KahLeong. Tan@sg.cntaiping.com >

Cc: Claims Dept of CTI <claimsdept@sg.cntaiping.com>; Admin A <admin-a@lkkauto.com>

 $\textbf{Subject:} \ [\text{MANDATE REQUEST}] \ \text{RE: SNM21D203095/C02/SGG899D/TANKL / FW: Direct Settlement - Accident Involving SGG 899D (OI: CTI - SNM21D203095/C02/tkl) and SJK 9996R (TP: LKK REF - CC6/CTI21006253/Ues3) on the subject of the subject is a subject of the subject of t$

29/05/2021

Your ref: SNM21D203095/C02/SGG899D/TANKL

Our ref : CC6/CTI21006253/Ues3q2

Dear Sirs,

We refer to the above matter.

The accident occurred when our insured rear ended third party vehicle. We are of the opinion that BOLA scenario 27 is applicable for this matter. Liability is not in our insured's favour.

We did clarify with insured the nature of the accident and he's aware that NCD (if any) would be affected.

We seek your approval to offer repairer "FASTECH AUTO PTE LTD" at \$6,073.00 (all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repairs (with GST)	\$ 26,004.64	\$ 5,671.00
2. Loss of Rental (4days x \$100)	\$ 400.00	\$ 400.00 (4days x \$100)
3. LTA Search Fee	\$ 2.00	\$ 2.00
Total	\$ 26,406.64	\$ 6,073.00

Enclosed here with all the relevant documents for your perusal.

For your approval please.

Thank You.

Best Regards,

Asher Sng | Case Handler

LKK Auto Consultants Pte Ltd

email: <u>ashersng@lkkauto.com</u> | fax: 6741-4108 | did: 6841-6051

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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.

From: Tan Kah Leong < KahLeong.Tan@sg.cntaiping.com

Sent: Tuesday, 1 June 2021 4:31 PM

To: Su Li (LKK Auto) <suli@lkkauto.com>; Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto)

<AsherSng@lkkauto.com>

Cc: Claims Dept of CTI <claimsdept@sg.cntaiping.com>

Subject: RE: SNM21D203095/C02/SGG899D/TANKL / FW: Direct Settlement - Accident Involving SGG 899D (OI: CTI -

SNM21D203095/C02/tkl) and SJK 9996R (TP: LKK REF - CC6/CTI21006253/Ues3) on 29/05/2021

Dear Su Li,

We refer to your email below.

Attached is our insured's accident report for your necessary action.

Please seek our mandate approval before any claims settlement.

Thank you.

NOTICE:

In response to the escalating Covid-19 cases, please refrain from sending hardcopy documents to us as delay is to be expected for handling hardcopy documents. All correspondence should be made via email claimsdept@sg.cntaiping.com or fax at 6224 7175. . Any inconvenience caused is much regretted.

Regards

Tan Kah Leong

Assistant Executive Claims Department

China Taiping Insurance (Singapore) Pte. Ltd.

3 Anson Road #15-00 Springleaf Tower Singapore 079909

DID: (65) 6389 6193 | F: (65) 6222 7175

W: www.sg.cntaiping.com | FB: www.facebook.com/chinataipingsg/

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From: Claims Dept of CTI <claimsdept@sg.cntaiping.com>

Sent: Tuesday, June 1, 2021 2:35 PM

To: Su Li (LKK Auto) < suli@lkkauto.com; Asher Sng (LKKAuto)

<a href="mailto:<a href="mailt

Cc: Claims Dept of CTI <claimsdept@sg.cntaiping.com>

Subject: O/R: SNM21D203095/C02/SGG899D/TANKL / FW: Direct Settlement - Accident Involving SGG 899D (OI: CTI

- TBA) and SJK 9996R (TP: LKK REF - CC6/CTI21006253/Ues3) on 29/05/2021

Dear Sir,

Please note that officer in charge for this case is Tan Kah Leong.

Claim no. SNM21D203095/C02/SGG899D/TANKL.

Dear Kah Leong,

Pls revert LKK.

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Thank you

Chong Boon Sen

Claims Department

China Taiping Insurance (Singapore) Pte. Ltd.

3 Anson Road #15-00 Springleaf Tower Singapore 079909

DID: (65) 63896116 | F: (65) 62247175

W: www.sg.cntaiping.com | FB: www.facebook.com/chinataipingsg/ | WeChat: 太平狮城 Taiping SG

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From: Su Li (LKK Auto) < suli@lkkauto.com > Sent: Tuesday, 1 June 2021 2:30 PM

To: Claims Dept of CTI <claimsdept@sg.cntaiping.com>

Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Subject: Re: Direct Settlement - Accident Involving SGG 899D (OI: CTI - TBA) and SJK 9996R (TP: LKK REF -

CC6/CTI21006253/Ues3) on 29/05/2021

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Dear Boon Sen,

Amended done.

Sorry for your inconvenience caused.

*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.

Thank you.

Best Regards,

Su Li | Admin Support

LKK Auto Consultants Pte Ltd

From: Claims Dept of CTI < claimsdept@sg.cntaiping.com>

Sent: Tuesday, June 1, 2021 2:25 PM
To: Su Li (LKK Auto) <suli@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Subject: RE: Direct Settlement - Accident Involving SGS 899D (OI: CTI - TBA) and SJK 9996R (TP: LKK REF -

CC6/CTI21006253/Ues3) on 29/05/2021

Dear Su Li,

Kindly amend our car plate and resend over pls.

*** Kindly quote our reference number when replying.

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Thank you

Chong Boon Sen Claims Department

China Taiping Insurance (Singapore) Pte. Ltd.

3 Anson Road #15-00 Springleaf Tower Singapore 079909

DID: (65) 63896116 | F: (65) 62247175

W: <u>www.sg.cntaiping.com</u> | FB: <u>www.facebook.com/chinataipingsg/</u> | WeChat: 太平狮城 Taiping SG

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From: Su Li (LKK Auto) < suli@lkkauto.com > Sent: Tuesday, 1 June 2021 1:34 PM

To: Claims Dept of CTI < <u>claimsdept@sg.cntaiping.com</u>>

Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Subject: Re: Direct Settlement - Accident Involving SGS 899D (OI : CTI - TBA) and SJK 9996R (TP : LKK REF - CC6/CTI21006253/Ues3) on 29/05/2021

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Dear Boon Sen,

Please refer to the attached search.

*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.

Thank you.

Best Regards,

Su Li | Admin Support

LKK Auto Consultants Pte Ltd

From: Claims Dept of CTI < claimsdept@sg.cntaiping.com>

Sent: Tuesday, June 1, 2021 10:53 AM
To: Su Li (LKK Auto) < suli@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <<u>AsherSng@lkkauto.com</u>>

Subject: RE: Direct Settlement - Accident Involving SGS 899D (OI: CTI - TBA) and SJK 9996R (TP: LKK REF -

CC6/CTI21006253/Ues3) on 29/05/2021

Dear Su Li,

No cover under us.

Pls provide proof for cover or is it car plate need amend or?

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Thank you

Chong Boon Sen Claims Department

China Taiping Insurance (Singapore) Pte. Ltd.
3 Anson Road #15-00 Springleaf Tower Singapore 079909
DID: (65) 63896116 | F: (65) 62247175

W: www.sg.cntaiping.com | FB: www.facebook.com/chinataipingsg/ | WeChat: 太平狮城 Taiping SG

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From: Su Li (LKK Auto) < suli@lkkauto.com > **Sent:** Tuesday, 1 June 2021 10:01 AM

To: Claims Dept of CTI < claimsdept@sg.cntaiping.com>

Cc: Admin A <admin-a@lkkauto.com>; Asher Sng (LKKAuto) <AsherSng@lkkauto.com>

Subject: Direct Settlement - Accident Involving SGS 899D (OI: CTI - TBA) and SJK 9996R (TP: LKK REF -

CC6/CTI21006253/Ues3) on 29/05/2021

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.
Dear Sir / Madam,
We refer to the above matter.
We have inspected third party vehicle SJK 9996R at M/s FASTECH AUTO PTE LTD on a WP basis and TP repairer proposed for a direct settlement.
Enclosed for your perusal is: - TP GIA report
Please be informed that the estimated cost of repair is not ready yet.
We will revert to you on preliminary advice in due course.
Meanwhile, kindly provide us the claim reference number and a copy of your insured's GIA report for our necessary action.
Kindly take note that the case handler in-charge is Asher.

To check availability of the case handler, you may contact the undersigned.

*Note: We are on work from home arrangement. All correspondence should be made via email. documents will be in softcopy. Any inconvenience caused is much regretted.	Submission of claim related
Thank you.	
Best Regards,	
Su Li Admin Support	
LKK Auto Consultants Pte Ltd	