

## Veron Chen (LKKAuto)

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**From:** Veron Chen (LKKAuto)  
**Sent:** Wednesday, 14 July 2021 4:10 PM  
**To:** Claims Dept; Admin-D (LKKAuto); SUR; assignments  
**Subject:** RE: OD CLAIMS FOR SMZ 6918 Y -DOA: 3/7/21  
**Attachments:** SMZ6918Y SUPPLEMENTARY.pdf

Dear Tony,

Supplementary approved.

Best Regards,

Veron Chen | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6256-3561 | email :sur@lkkauto.com | fax: 6256-4315

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

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**From:** Veron Chen (LKKAuto)  
**Sent:** Friday, 9 July 2021 6:14 PM  
**To:** Claims Dept <claims@premiumauto.com.sg>; Admin-D (LKKAuto) <admin-d@lkkauto.com>; SUR <sur@lkkauto.com>; assignments <assignments@lkkauto.com>  
**Subject:** RE: OD CLAIMS FOR SMZ 6918 Y -DOA: 3/7/21

Dear Tony,

As instructed by our client , please proceed to repair the **insured vehicle SMZ 6918Y, (Excess \$600/-)**.

If there are any check items or supplementary items please inform our office's Assignment Team at Tel: 6741 8434 to arrange our surveyor for inspection.

All supplementary items and unconfirm items are subjected to further approval from insurance company before completion of the repair.

\*Our client reserve their rights **not to pay** if there is no valid approval obtained before repair.

Checked and Supplementary items to resurvey with CLEAR photos for damage and consistency.

Before paint photos for all NEW Panels and Parts required after repair.

Best Regards,

Veron Chen | Case Handler

LKK Auto Consultants Pte Ltd

Phone: 6256-3561 | email :sur@lkkauto.com | fax: 6256-4315

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

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**From:** Claims Dept [<mailto:claims@premiumauto.com.sg>]

**Sent:** Thursday, 8 July 2021 9:33 AM

**To:** Admin-D (LKKAuto) <[admin-d@lkkauto.com](mailto:admin-d@lkkauto.com)>; SUR <[sur@lkkauto.com](mailto:sur@lkkauto.com)>; assignments <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>

**Cc:** 'Claims Dept' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>

**Subject:** RE: OD CLAIMS FOR SMZ 6918 Y

Dear all,

Kindly assist follow up repair approval.

Thank you.

Best Regards,  
Tony Foong  
Claims Advisor

· **PREMIUM AUTOMOBILES**

(Reg No 199902271W)

55 Ubi Road 1 Singapore 408699

p. +65 6366 2323, d. +65 67689828

e.<mailto:claims@premiumauto.com.sg> w. [www.audi.com.sg](http://www.audi.com.sg)

Audi Showroom 281 Alexandra Road Singapore 159938 p. +65 68362223



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**From:** Summer (LKK Auto) [<mailto:admin-d@lkkauto.com>]  
**Sent:** Monday, 5 July 2021 10:48 AM  
**To:** 'Claims'; 'SUR'; 'assignments'  
**Subject:** RE: OD CLAIMS FOR SMZ 6918 Y

Dear George,

Noted with thanks.

Best Regards,

Summer Lee | Admin

LKK Auto Consultants Pte Ltd

Phone: 6741-8434 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315 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.

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**From:** Claims <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Sent:** Monday, 5 July, 2021 10:37 AM  
**To:** 'SUR' <[sur@lkkauto.com](mailto:sur@lkkauto.com)>; 'assignments' <[assignments@lkkauto.com](mailto:assignments@lkkauto.com)>  
**Cc:** 'Claims' <[claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg)>  
**Subject:** OD CLAIMS FOR SMZ 6918 Y

Dear all,

Please register own policy claims for the above mentioned vehicle.

Attached is the GIA report and insurance certificate for your reference.

We will send you the repair estimate once it is available.

Kindly arrange for survey tomorrow, vehicle at our premises.

Address : 24 Benoi Sector S629857.

Thank you.

**Best regards,**  
**George Wong**  
**Claims advisor**

**- PREMIUM AUTOMOBILES**

(Reg No 199902271W)

281 Alexandra Road Singapore 159938

**p.** +65 6366 2323 **d.** 66900293

**e.** [Claims@premiumauto.com.sg](mailto:Claims@premiumauto.com.sg) **w.** [www.audi.com.sg](http://www.audi.com.sg)

**Audi Showroom** 281 Alexandra Road Singapore 159938 **p.** +65 68362223



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