

**Xin Hua Workshop Pte Ltd**  
**Letter of Demand**

Our Ref: GBD 410 E

13-Jan-2022

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

Dear Sir/Mdm:

**ACCIDENT INVOLVING GBD410E AND SMW6984X ON 27-JUL-2021 AT ALONG SENNETT ROAD**

**We are acting on behalf of the owner/driver to recover his vehicle damages and losses sustainer in the above accident from the third party driver/ or insurers.**

<u>Description</u>					Amount
Repair Costs					\$ 3,317.00
Loss of Rental	\$0.00	X	0	days	\$ -
Loss Of Use	\$150.00	X	6	days	\$ 900.00
Search Fees (LTA)					\$ 7.45
Surveyor fees					\$ -
Others Claim					\$ 29.00
Amount					\$ 4,253.45

Please look into our client claims and let us hear from you shortly.

Thank you

  
Kerry Tan

Xin Hua Workshop Pte Ltd

Tel : 8399 6267

email : xinhuaworkshop@gmail.com

XIN HUA WORKSHOP PTE LTD  
REG: 201838521G  
23 KAKI BUKIT AVE 4,  
#04-01 (SOUTH WING),  
SINGAPORE 415933.  
TEL: 6844 1985  
FAX: 6844 5185

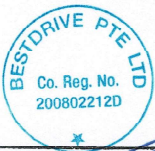


**AUTHORISATION & INDEMNITY LETTER**

I/We Bestdrive Pte Ltd NRIC No./UEN No. 200802212D  
(the third party claimant), having address at 73 Ubi Road 1 #07-62 S(408733)  
and the owner of GBD410E (vehicle) hereby to authorize **XIN HUA**  
**WORKSHOP PTE LTD** to repair the damage to my vehicle in a reasonable time that was pursuant to the  
accident which occurred 27/7/2021 (date) along Sennett Road  
involving vehicle/s GBD 410E and SMW 6984X

I/We understand, acknowledge and agree that:

- I/We, the owner of vehicle no. GBD410E hereby instruct & authorise **XIN HUA WORKSHOP 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 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/sign any document 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 the 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.



Owner Signature / Company Stamp / Date

Witness Signature / Name / Date



MOTOR CLAIMS DISCHARGE VOUCHER

Policy No : DMPCSNW00011482100

Claim No : SNM21D204178

Claimant : BESTDRIVE PTE LTD

Amount : S\$ 3,700.00

Singapore Dollars Three Thousand Seven Hundred 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. : GBD 410E

Insured Vehicle No. : SMW 6984X

Date of Loss : 27/07/2021

Place of Accident : Sennett Terrace

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 : Vishnu Varathan S/O Munisamy

Driver Name : Munisamy S/O Murugesu

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.

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(1) Global Sum	S\$ 3,700.00
	=====
TOTAL . . . . .	S\$ 3,700.00
	=====

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Claimant Name : Bestdrive Pte Ltd NRIC No : 200802212D

Signature :  Date : 8/4/2022

"WITHOUT PREJUDICE FOR ANY OTHER CLAIMS"

## Tax Invoice

**BILL TO**  
China Taiping Insurance (S) Pte Ltd  
3 Anson Road #16-00  
Springleaf Tower  
079909

<b>INVOICE</b>	XHW-INV-220111
<b>DATE</b>	12/04/2022
<b>TERMS</b>	Due on receipt
<b>DUE DATE</b>	12/04/2022

DESCRIPTION	AMOUNT
GBD 410 E - Toyota Hiace Date of Accident: 27/7/2021 Lump Sum Repair for Third Party Claim	3,100.00
<hr/>	
All cheque payments should be crossed and made payable to "XIN HUA WORKSHOP PTE LTD" Please indicate the invoice no. on the reverse side	<b>SUBTOTAL</b> 3,100.00
	<b>GST TOTAL</b> 217.00
	<b>TOTAL</b> 3,317.00
<hr/>	
	<b>BALANCE DUE</b> <b>S\$3,317.00</b>

Transfer the amount to the business account below.



Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 29 Jul 2021 / 11:08:00

Receipt Date/Time : 29 Jul 2021 / 11:07:59

**Tax Invoice/Receipt**

Receipt No. : ITNET-00000-210729-000890

Previous Receipt No. :

*our vehicle GBN 410E, MUA 27.07.2021*

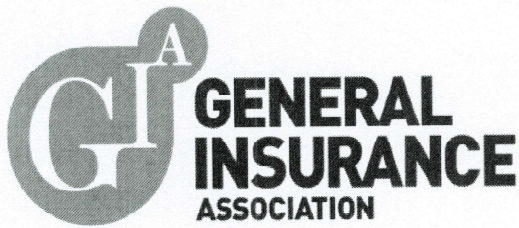
S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Result of Insurance Enquiry - SMW6984X As at 27 Jul 2021/18:45:00 Insurance Co: CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD				
1	Insurance Enquiry - SMW6984X Enquiry Fee 20210729110717941369	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				
	421808XXXXXX7506	eNETS Credit Card		7.45
<b>Total</b>				7.45
<b>Cash Change</b>				0.00
<b>Tendered Amount</b>				7.45
<b>Excess Refundable Amount</b>				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.



Kelvin Paid.



RECORD MANAGEMENT CENTRE

**GENERAL INSURANCE ASSOCIATION OF SINGAPORE  
RECORDS MANAGEMENT CENTRE**

6 Raffles Quay #18-00, Singapore 048580

Phone: +65 6224 0010 Fax: +65 6224 0030

Operating Hours: Monday to Friday 9am to 5pm

GST Registration No: M400017735

## TAX INVOICE

Date of Request: 30/07/2021

Your Ref No: GBD410E

XIN HUA WORKSHOP PTE LTD

Dear Sir/Madam,

Date of Accident: 27/07/2021 00:00 (SGT)

Vehicle No: GBD410E

Place of Accident: Sennett Terrace, Singapore

With reference to your application for the accident report, we have attached the following accident report as requested:

DOCUMENTS	ACCIDENT LOCATION	PER DOC (S\$)	QTY	AMOUNT (S\$)
SMW6984X	Sennett Terrace, Singapore	(29.00 )	1	(27.10 )
GST Amount				(1.90 )
Total Amount Due (GST Inclusive)				(29.00 )

The images provided to you are taken from the original reports forwarded to the centre by the members of the General Insurance Association of Singapore and we take no responsibility for their accuracy or contents and shall be under no liability whatsoever for any loss or damage arising out of or in connection with the reports or their images.

Thank you.

This is a computer generated document and requires no signature.



## Cecilia Chong (LKK Auto)

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**From:** Cecilia Chong (LKK Auto)  
**Sent:** Friday, 14 January 2022 9:00 am  
**To:** getvishnu@gmail.com  
**Cc:** muni869@gmail.com  
**Subject:** <STANDARD NOTIFICATION LETTER> OUR REF: CC6/CTI21008484/Ags3 \*\*\* ACCIDENT INVOLVING SMW 6984X & GBD 410E ON 27/07/2021 \*\*\*

**Importance:** High

Our Ref: CC6/CTI21008484/Ags3

14 JANUARY 2022

**Vishnu Varathan S/O Munisamy**  
DRIVER: Munisamy S/O Murugesu

Dear Sir/Madam,

### **ACCIDENT INVOLVING SMW 6984X & GBD 410E ON 27/07/2021**

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 5 days** from the date of this letter.

Please call us if you have further queries.

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

"Kindly note that this negotiation between parties on this matter is purely on a without prejudice basis with the sole intention of resolving the matter amicably without parties resorting to legal proceedings. No admission of liability, whatsoever, should be deemed / inferred from this negotiation of terms/settlement.

In the event of new evidence being discovered or subsequently produced by either party that will materially affect/influence on the issues of liability/damages, either party is not bound, thereafter, by the negotiation terms/settlement."

**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.**

***"Wishing You Happiness & Prosperity Chinese New Year 2022"***

Best Regards,

Cecilia Chong | Case Handler

**LKK Auto Consultants Pte Ltd**

DID: 6749-4274 | MAIN: 6256 3561 | EMAIL: [CeciliaChong@lkkauto.com](mailto:CeciliaChong@lkkauto.com) FAX: 6741-4108

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



*Save the Earth. Print only when necessary.*



## Cecilia Chong (LKK Auto)

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**From:** Tan Kah Leong <KahLeong.Tan@sg.cntaiping.com>  
**Sent:** Thursday, 24 March 2022 5:21 PM  
**To:** Cecilia Chong (LKK Auto)  
**Cc:** Su Li (LKK Auto); Admin A; Claims Dept of CTI  
**Subject:** RE: SNM21D204178/C02/SMW6984X/TANKL / FW: Direct Settlement - Accident Involving SMW 6984X (OI : CTI - SNM21D204178/C02/tkl) and GBD 410E (TP : LKK REF - CC6/CTI21008484/Ags3) on 27/07/2021

[Confidential]

Dear Cecilia,

We refer to your email below.

Please proceed to offer up to \$3,953.45(all-in) for the third party property claim.

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](mailto:claimsdept@sg.cntaiping.com) or fax at [6224 7175](tel:62247175). Any inconvenience caused is much regretted.

Regards

**Tan Kah Leong**  
Senior Executive  
Claims Department

**China Taiping Insurance (Singapore) Pte. Ltd.**  
3 Anson Road #15-00 Springleaf Tower Singapore 079909  
DID: (65) 6389 6193 | F: (65) 6224 7175

**W:** [www.sg.cntaiping.com](http://www.sg.cntaiping.com) | **FB:** [www.facebook.com/chinataipingsg/](https://www.facebook.com/chinataipingsg/)

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**From:** Cecilia Chong (LKK Auto) <CeciliaChong@lkkauto.com>  
**Sent:** Friday, March 11, 2022 4:28 PM  
**To:** Tan Kah Leong <KahLeong.Tan@sg.cntaiping.com>  
**Cc:** Su Li (LKK Auto) <suli@lkkauto.com>; Admin A <admin-a@lkkauto.com>; Claims Dept of CTI <claimsdept@sg.cntaiping.com>  
**Subject:** RE: SNM21D204178/C02/SMW6984X/TANKL / FW: Direct Settlement - Accident Involving SMW 6984X (OI : CTI - SNM21D204178/C02/tkl) and GBD 410E (TP : LKK REF - CC6/CTI21008484/Ags3) on 27/07/2021

[Confidential]

**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.

Your ref : **SNM21D204178**

Our ref : CC6/CTI21008484/Ags3

Dear Sirs/Madam,

**ACCIDENT INVOLVING SMW 6984X (OI) & GBD 410E (TP) ON 27/07/2021**

We refer to the above matter.

OI REVERSE INTO HOUSE, TP TRAVELLING STRAIGHT. Liability is not in our driver'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 Third Party repairer "**XIN HUA WORKSHOP PTE LTD**" at **\$3,953.45(all-in).**

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repair (w/GST)	\$ 9,177.58	\$ 3,317.00
2. Loss of Use (6days x \$150.00)	\$ 900.00	\$ 600.00 (6days x \$100.00)
3. LTA/ GIA Search Fee	\$ 36.45	\$ 36.45
Total	\$10,114.03	<b><u>\$ 3,953.45</u></b>

**\*\*04 days recommendation for repair + 1WEEKEND + 1PRS = 6 DAYS**



Enclosed here with all the relevant documents for your perusal.

**For your approval/instruction please.**

**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.**

Best Regards,

Cecilia Chong | Case Handler

**LKK Auto Consultants Pte Ltd**

DID: 6749-4274 | MAIN: 6256 3561 | EMAIL: [CeciliaChong@lkkauto.com](mailto:CeciliaChong@lkkauto.com) | FAX: 6741-4108

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



*Save the Earth. Print only when necessary.*

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**From:** Tan Kah Leong <[KahLeong.Tan@sg.cntaiping.com](mailto:KahLeong.Tan@sg.cntaiping.com)>

**Sent:** Friday, 13 August 2021 3:30 PM

**To:** Su Li (LKK Auto) <[suli@lkkauto.com](mailto:suli@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Jasper Chua (LKK Auto) <[jasperchua@lkkauto.com](mailto:jasperchua@lkkauto.com)>

**Cc:** Claims Dept of CTI <[claimsdept@sg.cntaiping.com](mailto:claimsdept@sg.cntaiping.com)>

**Subject:** RE: SNM21D204178/C02/SMW6984X/TANKL / FW: Direct Settlement - Accident Involving SMW 6984X (OI : CTI - SNM21D204178/C02/tkl) and GBD 410E (TP : LKK REF - CC6/CTI21008484/Abs3) on 27/07/2021

[Confidential]

Dear Su Li,

We refer to your email below.

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

Please seek our mandate approval before any settlement.

Thank you.

## **NOTICE :**

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Regards