



**AUTOMOTIVE REPAIR CENTRE PTE LTD**  
38 WOODLANDS INDUSTRIAL PARK E1  
#05-18 SINGAPORE 757700  
TEL: 64688834 / FAX: 64622278  
E-MAIL: [info@automotiverepaircentre.com.sg](mailto:info@automotiverepaircentre.com.sg)

India International Insurance Pte Ltd  
Attn: Motor Claims Dept

Dear Sir/ Madam

**LETTER OF DEMAND**

**ACCIDENT INVOLVING VEHICLE NO SMJ3708R & SMR4285U & SML4236T  
ALONG ANG MO KIO AVENUE 5 ON 20/08/2021.**

We understand that you are the insurer of vehicle SMR4285U.

I/We wish to inform you that my/our vehicle SMJ3708R have been completed repairs to my/our satisfaction by M/s AUTOMOTIVE REPAIR CENTRE PTE LTD. I/We therefore propose to claim from your as follows:

1.	Cost of Repair	S\$ 2,407.50 (w/GST 7%)
2.	Loss of Rental (S\$120.00 x 03 days)	S\$ 385.20 (w/GST 7%)
3.	LTA Search Fee/GIA Reports	S\$ 7.45
	<b>TOTAL</b>	<b>S\$ 2,800.15</b>

Please let us have your reply soonest possible.

Thank you.

Yours faithfully



14/09/2021

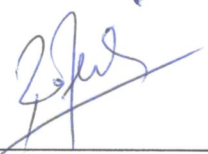
## LETTER OF AUTHORISATION

I/We, Rafideh Binte Abdul Razak ("claimant") of Blt 78C Woodlands Crescent #08-178 S(73378)  
(address), owner of (Vehicle no.) SMJ3708R hereby authorize AUTOMOTIVE REPAIR  
CENTRE PTE LTD ("the workshop") to act for me with respect to my claim for repair costs  
and/or rental and/or loss of use ("claim") for my vehicle no. SMJ3708R that was damaged  
pursuant to the accident which occurred on 20/9/21 (date) along Ang Mo Kio Ave 5  
\_\_\_\_\_ (location) involving vehicle no/s SMR4285U ("the accident").  
& 3ML4236T

I further authorize the workshop to settle my above mentioned claim in a manner that they  
deem fit and the workshop is further authorized to receive payment further to settlement of  
my claim with payment cheque/s being made in favour of the workshop.

I further acknowledge that any settlement the workshop may reach on my behalf is on a  
without prejudice and without admission of liability basis insofar as the driver/owner/insurers  
of the other vehicle/s is concerned.

Dated this 20 (day) of 8 (month) 21 (year)



Signed by "the claimant"  
(with chop if applicable)

Signed by "the workshop"  
(with chop)

## EXPRESS SETTLEMENT

### DISCHARGE VOUCHER III-Direct Settlement (PODS)

India Ref: MFL2021D0003562  
Claimant Ref: SMJ 3708R

This Discharge Voucher applies strictly for claimant's claim for property damages only and does not constitute a full discharge for any other claims or further claims whatsoever present of future that may manifest arising directly or indirectly from this accident.

This Settlement terms herein is without an admission of liability on the part of the claimant and/or his driver and the settlement terms and should not be used as evidence in any related suits or claims arising from this accident.

We/I, Automotive Repair Centre Pte Ltd ("the workshop") hereby confirm that we/I have reached an agreement with the appointed Surveyor of India International Insurance Pte Ltd LKK Auto Consultants Pte Ltd (name of Surveyor) with respect to the amount claimed for S\$ 2,407.50 (repair cost), S\$ 321.00 (loss of use/rental), S\$ 7.45 (search fee), vehicle no SMJ 3708R that was damaged pursuant to the accident which occurred on 20/08/2021 (date) at Near Opp Ite Coll Ctrl (location) involving vehicle no SMR 4285U (insured vehicle). This is pursuant to the inspection conducted on 24/08/2021 (date) at "the workshop".

We/I confirm that we/I are/am authorized by the owner RAFIDAH BINTE ABD RAZAK ("the third party claimant") of vehicle no SMJ 3708R to make the claim as set out in the above paragraph and we/I have full authority to settle the matter on his/her behalf in a manner that we/I deem fit. We/I enclose herein the letter of authority given by "the third party claimant".

We/I further confirm that we/I will indemnify India International Insurance Pte Ltd for all damages, loss and/or expense that they will or have already incurred in the event that "the third party claimant" after the above said agreement lodges a further claim against the former for any loss and expenses suffered pertaining to cost of repairs and/or rental and/or loss of use pursuant to the damage to SMJ 3708R (vehicle no.) as a result of the accident.

We/I confirm that the agreement reached above is in full and final settlement of all claims of "the third party claimant" pursuant to the accident and that further this settlement is reached on a without prejudice and without admission of liability basis.

This agreement is subject to the application of Singapore law and the Singapore Courts have exclusive jurisdiction over any dispute arising out of the same.

We/I authorize you to pay the total amount of S\$ 2,735.95 to Automotive Repair Centre Pte Ltd.

Dated this 07 day of AUGUST 2021

CLAIMANT:

Signature:

Name:

NRIC:

Address:

Nationality:

Occupation:



Signed by "the workshop" (with chop)

Shudun

72114

38 Woodlands Ind. Park #1

#05-18 S(757700)

WITNESS:

Signature:

Name:

NRIC:

Address:

Nationality:

Occupation:



Signed by appointed Surveyor

LKK Auto Consultants Pte Ltd

199607198R

51 Ubi Avenue 1

#01-25 Paya Ubi Ind. Park S(408933)



## AUTOMOTIVE REPAIR CENTRE PTE LTD

Company Reg No: 201312913C GST Reg No: 201312913C

38 Woodlands Industrial Park E1 #05-18 Singapore 757700

Tel: 6468 8834 Fax: 6462 2278

Email: info@automotiverepaircentre.com.sg



PayNow UEN: 201312913C

**Bill To:**

INDIA INTERNATIONAL INSURANCE PTE LTD  
64 CECIL STREET  
#04-05  
IOB BUILDING  
SINGAPORE 049711

**Tax Invoice No:** 00003069

**Date:** 14/9/2021

**Reference:** SMJ3708R

**Page:** 1

No	DESCRIPTION	AMOUNT
1	COST OF REPAIR (LUMP SUM)	\$2,250.00
<hr/> Customer Signature & Co. Stamp		Sub-Total: \$2,250.00 GST @ 7%: \$157.50  <b>Amount Due: \$2,407.50</b>

This is an electronically generated invoice, no signature is required

# TAX INVOICE

GST REG. NO.: 200106276D

INVOICE TO.
RAFIDAH BINTE ABD RAZAK BLK 788C WOODLANDS CRESCENT #08-178 SINGAPORE 733788

DATE	INVOICE NO.
27/8/2021	A 43436

	VHA NO.	DUE DATE	VEH NO.
	A 43436	27/8/2021	SLM 5356 E
DESCRIPTION	NO. OF DAYS	RATE	AMOUNT
RENTAL FROM 23 AUGUST 2021 TO 26 AUGUST 2021 YOUR REF: SMJ 3708 R	3	120.00	360.00
Account Name: BKW RENT A CAR PTE LTD Account No: 118-312-9991 Paynow UEN: 200106276D Bank: UNITED OVERSEAS BANK LTD (UOB) Branch: UOB Shaw Centre Branch Bank Address: 1 Scotts Road #03-04 Shaw Centre Singapore 228208 Bank Code: 7375 Branch Code: 018 Swift Code: UOVBSGSG  All cheques must be made payable to BKW RENT A CAR PTE LTD. *Please indicate the invoice number and vehicle number in the reference.	Subtotal	\$360.00	
	GST @ 7%	\$25.20	
	<b>TOTAL</b>	<b>\$385.20</b>	

120 Lower Delta Road #02-15 Cendex Centre (S) 169208 Tel: 6738 7777 Fax: 6738 6666

ACRA No: 200106276D GST Reg. No: 20-0106276-D Website: www.bkw.sg  
A subsidiary of BKW Automobile Pte Ltd



**bizSAFE**

# BKW RENT A CAR PTE LTD

120 Lower Delta Road #02-15 Cendex Centre Singapore 169208 Tel: 6738 7777 Fax: 6738 6666

ACRA No: 20-0106276-D GST Reg. No: 20-0106276-D

24 HOURS HELPLINE : 6223 1122

VHA No: **A 43436**

Workshop: ARC (G144)

## VEHICLE HIRING AGREEMENT

### HIRER'S PARTICULARS

Name (as in I/C)

NRIC/Passport No:

Date of Birth:

Address:

Age:

Name & Address of Employer

Occupation

Driving Exp:

Driving Licence No:

Passed Date:

D/L Type: Local/Int'l/Others:

### DRIVER'S PARTICULARS

Name (as in I/C)

NRIC/Passport No:

Date of Birth:

Address:

Age:

Occupation

Driving Exp:

Driving Licence No:

Passed / Expiry Date:

D/L Type: Local/Int'l/Others:

Contact No:

Hirer's Own Vehicle No:

Replace Veh No:

Loan Vehicle No:

VR No:

Make & Model:

Auto/Manual Group:

CHARGES		\$	cts
Daily	day @ \$	Per day	
Weekly/Monthly	week @ \$	Per week/Monthly	
Others			
CDW/PAI	@ \$	Per day/Monthly	
Delivery/Collection Svc			
GST			
OR No:		(A) SUB-TOTAL	
Petrol Level & Surcharge	OUT IN	E 1/4 1/2 3/4 F	
First _____ km FREE per day		GST	
Excess mileage is chargeable at _____ cents per km		TOTAL CHARGES	



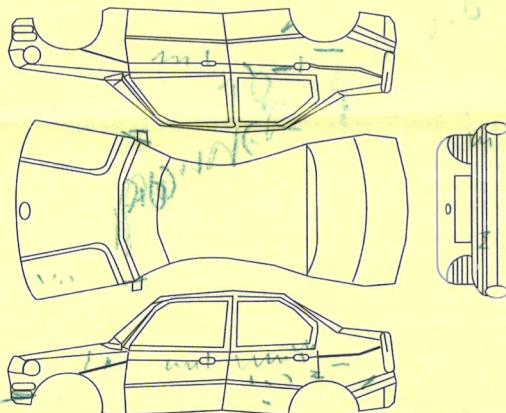
NON WAIVER EXCESS (Subject to GST): \$ 2,000

### ACCESSORIES CHECK

- ☐ Data Cards ☐ Camera Systems ☐ Hub Cap ☐ Radio / CD Cartridge  
☐ Jack ☐ Tyre Opener ☐ Petrol Cap ☐ Spare Tyre

### INDICATE:

- A - Accidents  
D - Dents  
S - Scratches  
X - Crack



Hirer's Signature :

Additional Driver's Signature :

SINGAPORE Use Only

I have read and agree to the terms and condition on both sides of this agreement. If I have presented a charge/credit card for payment. I agree that all amounts payable under this agreement and for parking and traffic infringements may be billed to that account and my signature above will be considered to have been made on the charge/credit card voucher. All information I have been given BKW Rent A Car Pte Ltd in connection with this agreement is true.

### IMPORTANT

- The Hirer and the authorized driver must be over 23 years of age and under 70 years and be holding valid driving licenses and have a minimum of 2 years regular and qualified driving experience. Failure to observe stipulation may return all damages costs to be Borne by the Hirer/the Authorised Driver.
- All vehicles are supplied with petrol and should returned with petrol level likewise. A service charge of \$10 on top of a petrol surcharge is payable by the hirer should he fail to return the vehicle at the appropriate petrol level.
- No refund for early return of vehicle. The hirer shall be liable for additional charges for any late return at the rate shown per hour per day, inclusive of CDW and/or PAI where applicable. Any returns after our operation hours will be charged as a full day rental.
- Use of the vehicle for illegal purpose (For instance: in connection with theft, drug peddling or trafficking, smuggling), is strictly prohibited.
- Vehicle strictly for Singapore use only and may not be driven out of Singapore without prior written consent of BKW Rent A Car Pte Ltd. The hirer is liable for a penalty fee of \$200 in addition to the appropriate insurance top up in the case of non-disclosure of Malaysia usage.
- The hirer and/or driver shall be responsible for all damages or losses howsoever caused, all traffic violations, fines and penalties imposed on the vehicle for whatsoever reason in respect of or in connection with its use or operation.
- The hirer and/or driver shall be responsible for all claims, damages, losses, increased insurance premiums, non-waiver excess and cost expense (including

- legal costs on a full indemnity basis), whatsoever and howsoever brought against, suffered or incurred by you in respect of the vehicle or the use or the operation of the vehicle. Full excess amount have to be paid immediately in the event of an accident. The owner reserve the right not to replace a replacement vehicle if an accident occurred. Any damage to the car will be repair at BKW authorized workshop.
- Smoke or permit smoking and transport of pets in the vehicle are not allowed. Any offensive smell e.g. cigarette, durian or pet's smell, the hirer and/or driver shall bear the cost of removing the offensive smell or pet's hair between \$300 - \$500.
- The Hirer agrees that a punctured tyre, empty petrol tank, loss of vehicle's key or locked keys inside of vehicle, by itself, does not constitute a breakdown and that in the event the owner's 24-Hours Emergency Service is called upon to respond to such occurrence, the Hirer shall bear the cost of such response at \$60.00 per trip.
- In case of accident, the hirer shall report to rental office immediately. An accident report must be made within 24 hours. Failure to comply, the hirer will have to borne all liability from all parties claim. Full excess amount have to be paid immediately in the event of an accident.
- The hirer/Driver also have the responsibility to ensure that the radiator water level in the car is sufficient and do not drive when the vehicle is stall and does not have sufficient water. Any damage to the engine will be bear by the hirer/driver.
- All customers' data will be kept strictly confidential and is solely used for the purpose of completing the sales transactions and other relating matters.
- I understand and agree to the personal data collection statement stated on the Terms and Conditions Page.

Date Out	Time Out	Mileage	Check By	Remarks
23/8/21	6 pm	77784	ANDY	

Hirer's/Driver Signature

Return Of Vehicle: The Hirer Driver Is Required To Sign In The Column "Signature Of Hirer Driver Failing Which The Day And Time Inserted Below Shall Be Deemed To Be The Day And Time The Vehicle Is Returned To BKW Rent A Car Pte Ltd And The Same Shall Be Accepted As Conclusive Evidence Of The Same And Shall Not Be Challenged Or Questioned On Any Account Whatsoever. And I had cleared my belonging items from the rental vehicle (cashcard, parking coupons, etc)"

Date In	Time In	Mileage	Check By	Remarks
27/8/2020	77/18	ANDREW	BILLY	26/8/21

Hirer's/Driver Signature

Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 20 Aug 2021 / 21:25:50

Receipt Date/Time : 20 Aug 2021 / 21:25:49

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-210820-003891

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (\$\$)	GST Amount (\$\$)	Amount After GST (\$\$)
Result of Insurance Enquiry - SMR4285U As at 20 Aug 2021/07:05:00 Insurance Co: INDIA INT'L INS PTE LTD Insurance Co: MSIG INSURANCE (SINGAPORE) PTE LTD				
1	Insurance Enquiry - SMR4285U Enquiry Fee 20210820212438584458	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				
	411911XXXXXX4963	eNETS Credit Card		7.45
Total				7.45
Cash Change				0.00
Tendered Amount				7.45
Excess Refundable Amount				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.

View Received Message

This mail is associated with :

\*SMJ3708R (MFL2021D0003562)

[SMR4285U]

TP

RAFIDAH BINTE ABD RAZAK

Aug 20 2021 12:00AM

[-]

Automotive Repair Centre Pte Ltd

Reply

Reply All

Mark as Unread

Print Message

Delete Message

Forward

From

India International Insurance Pte Ltd (HQ) (III\_SG), sent on 05/10/2021 12:48 PM.

To

LKK\_HQ

Subject

Alert - Adj Mandate Approved (S\$2800.15) - SMJ3708R - Claim Handler: Priya

Approved:2800.15:Does TP has video footage ?

DOCUMENTS SUMMARY

There are no documents.