

To: **AXA Insurance Pte Ltd**  
8 Shenton Way #24-01  
AXA Tower  
Singapore 068811

Attn: **Motor Claims Department**

Date: 5<sup>th</sup> February 2022

Dear Sir/Madam,

Claimant: **Sim Suet Lin, Stephanie**

**"WITHOUT PREJUDICE"**

We are instructed by the above named to claim damages against you in connection with a road traffic accident on 18/10/2021 at along Moulmein Road involving our client's vehicle registration number SJZ 799 H and vehicle registration number SMJ 5860 U driven by your insured at the material time.

We are instructed that the accident was caused by your insured's negligent driving and/or management of your vehicle. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expense, particulars of which are as follows:

1) Vehicle Repair Costs	\$23,000.00
2) Loss of Use (SGD\$80.00 x 39Days)	\$3,120.00
3) Towing Fee	\$308.40
4) Purchase of GIA Report	\$29.00

**Total :** **\$26,457.40**

A copy each of the following supporting documents is enclosed:

- Singapore Accident Statement
- Towing Chits
- Purchase of GIA Report Receipt

Please send us an acknowledgement of receipt within 14 days of your receipt of this letter, failing which our client will have no alternative but to commence proceedings against you without further notice.

Yours faithfully,

***Elin Cai***

**Zoom Autowerks Pte Ltd**  
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