

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

Our Ref: SFR 318 T

28-Mar-2022

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

Dear Sir/Mdm:

**ACCIDENT INVOLVING SFR318T AND YQ1322D ON 18-NOV-2021 AT ALONG NEAR 104  
JALAN BUKIT MERAH, SINGAPORE 160104.**

**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					\$ 6,420.00
Loss of Rental	\$160.00	X	10	days	\$ 1,600.00
Loss Of Use	\$0.00	X	0	days	\$ -
Search Fees (LTA)					\$ 7.45
Surveyor fees					\$ -
Others Claim					\$ 100.00
Amount					\$ 8,127.45

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**  
23 Kaki Bukit Ave 4  
#04-01 (South Wing)  
Singapore 415933  
xinhuaworkshop@gmail.com  
GST Registration No. : 201838521G

## Profoma Invoice

### ADDRESS

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

**PROFOMA INVOICE 243**

**NO.**

**DATE 28/03/2022**

DATE	DESCRIPTION	AMOUNT
	SFR 318 T - Mercedes Benz C180	6,000.00
	Date of Accident: 18/11/2021	
	Lump Sum Repair for Third Party Claim	
SUBTOTAL		6,000.00
GST TOTAL		420.00
TOTAL		<b>S\$6,420.00</b>

Accepted By

Accepted Date



**Auto Star Automotive Pte Ltd**

23 Kaki Bukit Ave 4

# 04-01

Singapore 415933

autostar.automotive@yahoo.com

Company Registration No. 202029008Z

**ADDRESS**

Kan Zhi En Johnston

90A Telok Blangah St 31,

#03-245,

Singapore 101090.

**Invoice 1138****DATE 27/11/2021****DESCRIPTION****AMOUNT**

SMW 9094 U -Mercedes CLA 180  
Rental Period: 18/11/2021 - 27/11/2021  
\$160 x 10 days  
(Replacement Vehicle: SFR 318 T)

**1,600.00**

Cheque should be crossed and made to Auto Star Automotive  
Pte Ltd or E-transfer A/C: 601-304835-001 OCBC Bank.

**TOTAL****S\$1,600.00**

Accepted By

Accepted Date

We appreciate your business and look forward to serve you again soon.



# VEHICLE RENTAL AGREEMENT

<b>HIRER'S PARTICULAR</b>		Veh No: <u>BMW 9094 J</u>	Replace Veh No: <u>SFR180T</u>
Name: (as in I/C) <u>Kan Zhi En Johnston</u>		Mileage Out:	Mileage Out:
NRIC / Passport No.: <u>S87324853</u>		Make & Model <u>Merz</u>	Make & Model
Address (Res): <u>90A Telok Blangah St 31, #03-245</u>		Auto / Manual <u>UA 180</u>	Auto / Manual
Name & Address of Employer:		OUT: Date <u>18/11/2021</u>	OUT: Date
Occupation: _____ Driving Exp: _____		OUT: TIME <u>9:41pm</u>	OUT: TIME
D/L No: _____ D/L Type: Local / International		<b>RENTAL CHARGES</b>	
Pass Date: _____ Date of Birth: _____		Daily @ \$	
Tel / HP: _____		Weekly @ \$	
<b>ADDITIONAL DRIVER'S PARTICULARS</b>		Monthly @ \$	
Name: (as in I/C) _____		Hours @ \$	
NRIC / Passport No.: _____		Others @ \$	
D/L No: _____ D/L Type: Local / International		CDW @ \$	
Address (Res): _____		PAI @ \$	
Tel / HP: _____		Delivery Service	
Refundable Deposit: _____		SUB - TOTAL \$	
Cash/Nets/Cheque/Visa/MC Card No: _____			
(A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES		EXTENSION	
		Collection Service	
		Misc.	
		ESTIMATED TOTAL RENTAL \$	
<b>ACCESSORIES CHECK</b> <input type="checkbox"/> Ashtray <input type="checkbox"/> Cig Lighter <input type="checkbox"/> S / Tyre <input type="checkbox"/> STD Tools <input type="checkbox"/> Jack <input type="checkbox"/> Hub Caps <input type="checkbox"/> Radio / Cass <input type="checkbox"/> CD / Cartridges <input type="checkbox"/> S / RIM		Hirer is responsible for the first \$ _____ excess for collision/damage to first party. (i.e.) Auto Stat Automotive Pte Ltd Vehicle (including windscreen) and also first \$ _____ excess for collision/damage to third party's vehicle for each and every accident/damage. Hirer's Signature:	
		Addition Driver's Signature: _____	

I/We agreed to the terms and conditions above, overleaf and that all information given are true & correct in all respect. My/Our driving license(s) is/are current and not disqualified from driving. You may charge all amount due on the rental to my/our credit card.

## \*IMPORTANT

- ONLY PERSONS ABOVE 25 YEARS OF AGE WITH MORE THAN 2 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.
- VEHICLE IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT BE DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY **AUTO STAR AUTOMOTIVE PTE LTD.**
- IN THE EVENT OF AN ACCIDENT, THE HIRER OF AUTHORIZED DRIVER:
  - shall report all accidents involving the said vehicle to the owner immediately;
  - shall take immediate steps to complete and sign Form MAR1 (Motor Accident Report Form) and do all others acts required in compliance with the 'NON-INJURY MOTOR ACCIDENT REPORTSCHEME' (the form will be made available when the accident is report to the owner);
  - shall report to the police within 24 hours from the occurrence, the following types of accidents:
    - injury case
    - non-injury case involving a Government vehicle, or damage to Government property.
    - non-injury case involving a foreign vehicle (to obtain their motor insurance policy (Passport No./ Name of the driver, vehicle number, Log card and vehicle road tax information.
    - non-injury case involving a pedestrian or cyclist.

**RETURN OF VEHICLE.** The Hirer/Driver is required to sign in the column "Signature of Hirer/Driver" tailing which the day and time inserted below shall be deemed to be the day and time the vehicle is returned to AUTO STAR AUTOMOTIVE 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.

DATE IN	TIME IN	MILEAGE	CHECKED BY	REMARKS	DEPOSIT REFUND	SIGNATURE OF HIRER/DRIVER
<u>27/11/2021</u>	<u>8pm</u>					



TERMS & CONDITIONS

1. Hirer/ Named driver shall not use the vehicle for speeding, reckless driving, racing or any illegal activities. AUTO STAR AUTOMOTIVE PTE LTD reserves the rights to repossess the vehicle with additional SGD \$1,500/- compensation. Hirer shall be fully responsible for any damages and any other cost incurred as a result of such activities.
2. Hirer shall ensure the usage of vehicle is limited to Singapore only.
3. Should the vehicle be involved in any traffic offence during the rental period, the hirer agreed to be liable for and agree to pay all fines and any other amount government or semi government authority shall levy or impose.
4. Only the hirer or named driver is allowed to use the vehicle. In any circumstances that another driver apart from the hirer or named driver is found using the vehicle, the Owner reserves the rights to repossess the vehicle and Hirer is responsible for such cost incurred.
5. Should the Hirer meet with an accident or any loss or damage is caused to the Vehicle during the lease/ rental period, the Hirer must inform the Owner immediately. No repair is to be done without the Owner's approval. If ACCIDENT REPORT to the Insurance Company is required, the Hirer/ Named driver must assist us to lodge within 24 hours and assist us in the insurance claim pertaining to the accident.
6. The Hirer is responsible for the below Excess for loss or damage to vehicle or third party property for each and every accident during the period of rental.

**Windscreen Excess:** S\$ 100.00  
**Own Damage Excess (Section 1):** S\$ 2,000.00  
**Third Party Excess (Section 2):** S\$ 2,000.00  
**Young and Inexperienced Driver:** Additional S\$ 3,000.00  
**(Below 26 yrs old and driving experience of 2 yrs and below)**

7. Hirer is liable for any loss of, or any damage which include physical damage or any other general damages to the vehicle and its accessories during the rental period, the Hirer must make payment of such repair or replacement cost immediately.
8. The Hirer has to return the vehicle with the fuel at the same level as when collected the vehicle on 18/11/2021 (Date Out).
9. The Owner will not be responsible for any loss of or damage to personal belongings in the vehicle during rental period and after returning the vehicle.
10. Smoking, or transportation of pets is NOT allowed in the hired vehicle. Hirer is responsible for a penalty of S\$ 500.
11. The maintenance of the vehicle will be borne by AUTO STARS AUTOMOTIVE PTE LTD. If there is any problem to the vehicle or vehicle breakdown, Hirer/ Named Driver must report to the Owner immediately to seek advice or assistance.
12. During vehicle breakdown due to wear and tear or maintenance issue, the Owner shall within twenty-four (24) hours substitute with a similar replacement of the same or closest specifications & capacity. Replacement vehicle will be provide for any repair /maintenance / inspection of vehicle, which requires more than 4 hours. In the event whereby the Owner is unable to furnish a replacement vehicle, a rental rebate (based on prorated contract rate) will be credited to the Hirer for loss of vehicle usage during that period.
13. At any point of time, if the vehicle breakdown due to Hirer/ driver's negligence, tire puncture, empty petrol tank, loss of keys, keys locked in car or any other breakdown not due to vehicle maintenance or wear and tear, a nominal fee of S\$ 50 (Weekdays 8am to 8pm) and S\$ 100 (PH, Sat, Sun & Weekdays before 8am or after 8pm).
14. Should there be any breach of any of the above clauses, the Owner reserves the right to repossess the vehicle without any refund and Hire shall be liable to pay for the cost for the repossession.


Dated:

Signature of the Hirer



Name:

Auto Star Automotive Pte Ltd (the Owner)



Name:

Designation:





Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701

GST Registration No. : M4-0006529-2

Print Date/Time : 18 Nov 2021 / 23:31:54

Receipt Date/Time : 18 Nov 2021 / 23:31:54

**Tax Invoice/Receipt**

Receipt No. : ITNET-00000-211118-004243

Previous Receipt No. :

S/N	Item Description/ Business Transaction Reference No.	Amount Before GST (S\$)	GST Amount (S\$)	Amount After GST (S\$)
Result of Insurance Enquiry - YQ1322D				
As at 18 Nov 2021/12:00:00				
Insurance Co: CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD				
1	Insurance Enquiry - YQ1322D			
	Enquiry Fee	7.00	0.49	7.49
	20211118233115474074			
	<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
	Cash Change			0.00
	Tendered Amount			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.





24 Hours Towing Services

## Efficient Towing Services

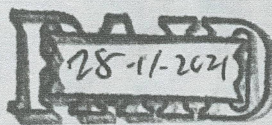
403 Sin Ming Avenue #13-307, Sin Ming Garden, Singapore 570403

Ah Di Mobile: 8588 8877

Email : efficienttowing.sg@gmail.com

Business Reg. No.: 53349344K

bizSAFE<sub>3</sub>



CASH SALE / ~~JOB ORDER~~

NO. 87505

Date :

Messrs:

车牌

Vehicle No.

时间 (日/夜)

Time (day/night):

由

Location:

到

To:

银额

Cash \$

经手人

Authorised By:

车型

Model No:

联络号码

Contact No:

其他

Others:

Tow Truck

Driver Name:

- ☐ Jump Start/Changing of battery
- ☐ Tyre Replacement
- ☒ Accident Breakdown
- ☐ Multi/Basement
- ☐ With Load/Cargo Box
- ☐ King Dolly
- ☐ Transport Charge
- ☐ Low Body Kit
- ☐ Door Opening Service
- ☐ Crane Up/Winch Out
- ☐ Collect Doc/Key
- ☐ Repo
- ☐ Woodlands and Tuas Checkpoint

注意: 本公司对所拖之车辆, 在進行中如有任何损失或破坏, 一概由车主自行负责。

Note: Vehicle is towed at owner's risk. The company accepts no responsibility for damages or other misdemeanour to your vehicle whilst being towed.

E. & O. E.



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 Kan Zhi En Johnston NRIC No./UEN No. S8732485J  
(the third party claimant), having address at 90A Telok Blangah St 31, #03-245  
S(101090) and the owner of SFR 318 T (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 18/11/2021 (date) along Near 104 Jalan Bukit Merah, Blk 104  
S(160104) involving vehicle/s SFR 318 T and YQ 1322D.

I/We understand, acknowledge and agree that:

- I/We, the owner of vehicle no. SFR 318 T 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.

Kan Zhi En Johnston  
Owner Signature / Company Stamp / Date

[Signature]  
Witness Signature / Name / Date



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



Motor Claim Department:

Dear Sir / Madam,

On 18/11/2021 (date) there was an accident along Near 104 Jalan Bukit Merah ,  
BK 104, S(160104) involving vehicle SFR 318T with vehicle YQ 1322 D.

I/We, Kan Zhi En Johnston, are the registered owner of the motor  
vehicle no, SFR 318T.

Please note that I/We hereby agree that all compensation monies due to me/us in the above said accident  
to XIN HUA WORKSHOP PTE LTD.

I/We, hereby authorized you to release all compensation monies pertaining to the above-mentioned accident  
to XIN HUA WORKSHOP PTE LTD and forward your settlement cheque to XIN HUA WORKSHOP PTE LTD who  
I/We had authorized to collect the said compensation/monies.

A handwritten signature in blue ink, appearing to read 'Kan Zhi En Johnston'.

Owner Signature / Company Stamp / Date

A handwritten signature in blue ink, appearing to be a stylized 'Y' or 'J'.

Witness Signature / Name / Date