

## Mei Kwan (LKKAuto)

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**From:** Admin-D (LKKAuto)  
**Sent:** Thursday, November 25, 2021 2:54 PM  
**To:** 'Joanne Tan Jo Ann'; assignments; Admin A  
**Cc:** 'Esther Lim'; 'Caroline Cabrera'  
**Subject:** RE: MT00014844 is ready for Approval

**Categories:** HMK

Dear Sir / Mdm,

Thank you for your assignment.

Repairer arrange on 26-11-21.

Best Regards,

Summer Lee | Admin

LKK Auto Consultants Pte Ltd

Phone: 6741-8434 | email: 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.

-----Original Message-----

From: Joanne Tan Jo Ann <joannetan@msfirstcapital.com.sg>

Sent: Thursday, 25 November, 2021 2:43 PM

To: assignments@lkkauto.com

Cc: Esther Lim <EstherLim@msfirstcapital.com.sg>; claims@teamworkgarage.com; Caroline Cabrera <Caroline@msfirstcapital.com.sg>

Subject: FW: MT00014844 is ready for Approval

Dear Sir,

Attached documents for survey assignment.

Thanks & Regards

Joanne Tan

Motor Claims

MS First Capital Insurance Ltd | 36 Robinson Road, City House, #16-01 Singapore 068877 | TEL: 6507 3848 Fax: 6507 3849 | Company Reg. No. 195000106C

Personal Data Protection Act 2012 ("PDPA"):

Under the PDPA, there are various requirements that regulate the processing of your personal data. Please refer to [www.msfirstcapital.com.sg](http://www.msfirstcapital.com.sg) for details of PDPA Personal Data Collection Statement.

-----Original Message-----

From: Esther Lim <EstherLim@msfirstcapital.com.sg>

Sent: Thursday, 25 November 2021 1:07 pm

To: Joanne Tan Jo Ann <joannetan@msfirstcapital.com.sg>

Subject: FW: MT00014844 is ready for Approval

Dear Joanne

Approved. Please do the necessary.

Thank you.

Regards

Esther Lim

Motor Claims

As a response to the COVID19 outbreak, we are observing staggered working hours and some of us are on Work From Home arrangement. However, we are actively working to support our clients and partners. We have access to e-mails and will work to respond in a timely manner.

We appreciate your kind understanding. Stay safe.

MS First Capital Insurance Ltd | 36 Robinson Road, City House, #16-01

Singapore 068877 | Tel: 6507 3848

Fax: 6507 3849 | Company Reg. No. 195000106C

Change of email address

EstherLim@msfirstcapital.com.sg

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e-mail.

-----Original Message-----

From: support@msfirstcapital.com.sg <support@msfirstcapital.com.sg>

Sent: Thursday, 25 November 2021 1:06 pm

To: Esther Lim <EstherLim@msfirstcapital.com.sg>

Subject: MT00014844 is ready for Approval

Insured Vehicle No : GBJ9285J

TP Vehicle No : GBB656Z

Claim No : D21003274MFCV

Workshop Name : TEAMWORK GARAGE PTE LTD

Our Surveyor : LKK AUTO CONSULTANTS PTE LTD

Instructions : Without Prejudice

Created By : JOANNTAN

Verified By : ESTHER

Approved By : ESTHER

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