

Mei Kwan (LKKAuto)

From: Mei Kwan (LKKAuto)
Sent: Wednesday, December 1, 2021 2:40 PM
To: Esther Lim; Hsiao Tong (LKKAuto)
Cc: Admin A
Subject: RE: D21003274MFCV *** LKK REF: CC4/FCI21012000/Vpa3 // ACC INV GBJ 9285J AND GBB 656Z ON 23.11.2021
Attachments: Preliminary Advice.pdf; LKK SURVEY PHOTO.PDF; TP ESTIMATE - MARKED.PDF

Dear Sir / Madam,

We refer to the above matter.

Enclosed for your perusal is:

- TP estimated cost of repair
- Preliminary advice
- Photographs of TP vehicle in its damaged condition

Kindly take note that the case handler in-charge is Hsiao Tong.

To check availability of the case handler, you may contact the undersigned.

Thank you.

Best Regards,

Mei Kwan | Admin

LKK Auto Consultants Pte Ltd

Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108 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: Esther Lim [mailto:EstherLim@msfirstcapital.com.sg]

Sent: Monday, November 29, 2021 12:22 PM

To: Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>; Hsiao Tong (LKKAuto) <chewht@lkkauto.com>

Cc: Admin A <admin-a@lkkauto.com>

Subject: RE: D21003274MFCV *** LKK REF: CC4/FCI21012000/Vpa3

Dear Mei Kwan

Please refer to the attached.

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

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 for details of PDPA Personal Data Collection Statement.

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If you have received this message in error, please delete the message and all copies from your system and notify the sender immediately by return e-mail.

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

From: Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>
Sent: Monday, 29 November 2021 12:13 pm
To: Esther Lim <EstherLim@msfirstcapital.com.sg>; Hsiao Tong (LKKAuto) <chewht@lkkauto.com>
Cc: Admin A <admin-a@lkkauto.com>
Subject: RE: D21003274MFCV *** LKK REF: CC4/FCI21012000/Vpa3

Dear Esther,

Thank you for your email

We would like to request for GIA report SHC5760X.

Thank you.
Best Regards,
Mei Kwan | Admin
LKK Auto Consultants Pte Ltd
Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108 Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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

From: Esther Lim [mailto:EstherLim@msfirstcapital.com.sg]
Sent: Monday, November 29, 2021 9:28 AM
To: Hsiao Tong (LKKAuto) <chewht@lkkauto.com>
Cc: Admin A <admin-a@lkkauto.com>; Meikwan@lkkauto.co
Subject: D21003274MFCV

Dear Hsiao Tong

Please refer to the Insured's GIA report as requested.

Thank you.

Regards
Esther Lim
Motor Claims

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

From: Mei Kwan (LKKAuto) <Meikwan@lkkauto.com>
Sent: Monday, 29 November 2021 9:22 am
To: Esther Lim <EstherLim@msfirstcapital.com.sg>
Cc: Hsiao Tong (LKKAuto) <chewht@lkkauto.com>; Admin A <admin-a@lkkauto.com>
Subject: RE: MT00014844 is ready for Approval *** LKK REF: CC4/FCI21012000/Vpa3

Dear Esther,

We refer to the above matter.

Kindly let us have a copy of insured's accident report, video / scene photo to check TP damage consistency.

Please take note that the case handler in-charge is Hsiao Tong.

Thank you.

Best Regards,

Mei Kwan | Admin

LKK Auto Consultants Pte Ltd

Phone: 6366 0055 | email: MeiKwan@lkkauto.com | fax: 67414108 Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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

From: Admin-D (LKKAuto)

Sent: Thursday, November 25, 2021 2:54 PM

To: 'Joanne Tan Jo Ann' <joannetan@msfirstcapital.com.sg>; assignments <assignments@lkkauto.com>; Admin A <admin-a@lkkauto.com>

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

Subject: RE: MT00014844 is ready for Approval

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

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-----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

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-----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

This is a computer generated mail. Do not reply to this mail.