

## Mei Kwan (LKKAUTO)

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**From:** Mei Kwan (LKKAUTO)  
**Sent:** Thursday, December 2, 2021 8:17 PM  
**To:** 'Rachel Wu'  
**Cc:** 'Caroline Cabrera'; Hsiao Tong (LKKAUTO); Admin A  
**Subject:** RE: MT00014853 is ready for Approval // FCI REF: D21003329MFBP // LKK  
REF:CC4/FCI21012192/Kpa3 // ACC INV SBS3366B AND SHD9769R ON 29.11.2021  
**Attachments:** Preliminary Advice.pdf; TP ESTIMATE - MARKED.PDF; LKK SURVEY PHOTO.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: Admin-D (LKKAUTO)

Sent: Wednesday, December 1, 2021 10:25 AM

To: 'Caroline Cabrera' <Caroline@msfirstcapital.com.sg>; assignments <assignments@lkkauto.com>; Admin A <admin-a@lkkauto.com>

Cc: 'Rachel Wu' <RachelWu@msfirstcapital.com.sg>

Subject: RE: MT00014853 is ready for Approval

Dear Sir / Mdm,

Thank you for your assignment.

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: Caroline Cabrera <Caroline@msfirstcapital.com.sg>

Sent: Wednesday, 1 December, 2021 10:10 AM

To: assignments@lkkauto.com

Cc: Rachel Wu <RachelWu@msfirstcapital.com.sg>; Zhe Wei Kek <zhewei.kek@transcab.com.sg>

Subject: FW: MT00014853 is ready for Approval

Dear Sir,

Attached documents for survey assignment.

Thank you & Regards,  
Caroline Cabrera  
Motor Claims

MS First Capital Insurance Ltd

36 Robinson Road #16-01 City House | Singapore 068877 | D: 6507 3848 | F: 6507 3849 | Reg. No. 195000106C

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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.

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.

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

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

Sent: Wednesday, December 1, 2021 10:06 AM

To: Rachel Wu <RachelWu@msfirstcapital.com.sg>

Subject: MT00014853 is ready for Approval

Insured Vehicle No : SBS3366B

TP Vehicle No : SHD9769R

Claim No : D21003329MFBP

Workshop Name : TRANS-CAB AUTO SERVICES PTE LTD

Our Surveyor : LKK AUTO CONSULTANTS PTE LTD

Instructions : Without Prejudice

Created By : CAROLINE

Verified By : RACHELWU

Approved By : RACHELWU

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