

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

Our Ref: SMY 931 C

28-Mar-2022

**India International Ins Pte Ltd**  
64 Cecil Street  
#04, #05, IOB Building  
Singapore 049711

Dear Sir/Mdm:

**ACCIDENT INVOLVING SMY931C AND GBK5679C ON 30-NOV-2021 AT ALONG 137 BEDOK  
NORTH STREET 2 CARPARK**

**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>					<u>Amount</u>
Repair Costs					\$ 13,910.00
Loss of Rental	\$180.00	X	11	days	\$ 1,980.00
Loss Of Use	\$0.00	X	0	days	\$ -
Search Fees (LTA)					\$ 7.45
Surveyor fees					\$ -
Others Claim					\$ -
Amount					\$ 15,897.45

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



AUTHORISATION & INDEMNITY LETTER

I/We Yap Bo Giap NRIC No./UEN No. S1687889H  
(the third party claimant), having address at APT BLK 134 Bedok North Street 2, #09-117  
S(460134) and the owner of SMY 931 C (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 30/11/2021 (date) along 137 Bedok North Street 2 Carpark  
involving vehicle/s SMY 931 C and GBK 5679 C.

I/We understand, acknowledge and agree that:

- I/We, the owner of vehicle no. SMY 931 C 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.

A handwritten signature in blue ink, appearing to be 'Yap Bo Giap', is written over a horizontal line.

Owner Signature / Company Stamp / Date

A handwritten signature in blue ink, appearing to be 'Y', is written over a horizontal line.

Witness Signature / Name / Date



## EXPRESS SETTLEMENT

### DISCHARGE VOUCHER III-Direct Settlement (PODS)

India Ref: MFL2021D0005320  
Claimant Ref: SMY 931C

We/I, XIN HUA WORKSHOP PTE LTD ("the workshop") hereby confirm that we/I have reached an agreement with the appointed Surveyor of India International Insurance Pte Ltd LKK AUTO CONSULTANTS PTE LTD (name of Surveyor) with respect to the amount claimed for S\$ 15,800.00 (global sum) ~~(repair cost)~~ ~~(loss of use of vehicle)~~ ~~(search fee)~~, vehicle no. SMY 931C that was damaged pursuant to the accident which occurred on 30/11/2021 (date) at 137 BEDOK NORTH STREET 2 CAR PARK (location) involving vehicle no. GBK 5679C (insured vehicle). This is pursuant to the inspection conducted on 01/12/2021 (date) at "the workshop".

We/I confirm that we/I are/am authorized by the owner YAP BEO GIAP ("the third party claimant") of vehicle no. SMY 931C to make the claim as set out in the above paragraph and we/I have full authority to settle the matter on his/her behalf in a manner that we/I deem fit. We/I enclose herein the letter of authority given by "the third party claimant".

We/I further confirm that we/I will indemnify India International Insurance Pte Ltd for all damages, loss and/or expense that they will or have already incurred in the event that "the third party claimant" after the above said agreement lodges a further claim against the former for any loss and expenses suffered pertaining to cost of repairs and/or rental and/or loss of use pursuant to the damage to SMY 931C (vehicle no.) as a result of the accident.

We/I confirm that the agreement reached above is in full and final settlement of all claims of "the third party claimant" pursuant to the accident and that further this settlement is reached on a without prejudice and without admission of liability basis.

This agreement is subject to the application of Singapore law and the Singapore Courts have exclusive jurisdiction over any dispute arising out of the same.

We/I authorize you to pay the total amount of S\$ 15,800.00 to XIN HUA WORKSHOP PTE LTD.

Dated this 21 day of June 2022

**CLAIMANT:**

Signature: 

Name: Xin Hua Workshop Pte Ltd

NRIC: 201838521 G

Address: 23 Kaki Bukit Ave 4,  
#04-01, S(415933)

Nationality: \_\_\_\_\_

Occupation: \_\_\_\_\_

**WITNESS:**

Signature: 

Name: LKK AUTO CONSULTANTS PTE LTD

NRIC: 199607198R

Address: 51 UBI AVE 1 #01-25 PAYA LEBAR IND'L PARK  
SINGAPORE 408933

Nationality: \_\_\_\_\_

Occupation: \_\_\_\_\_

**"WITHOUT PREJUDICE FOR ANY OTHER CLAIMS"**



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

## INVOICE

### ADDRESS

India International Insurance Pte  
Ltd  
64 Cecil Street #04, #05  
IOB Building  
049711

INVOICE 241

NO.

DATE 28/03/2022

DATE	DESCRIPTION	AMOUNT
	SMY 931 C - BMW 523I Date of Accident: 30/11/2021 Lump Sum Repair for Third Party Claim	13,000.00
SUBTOTAL		13,000.00
GST TOTAL		910.00
TOTAL		<b>S\$13,910.00</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**

Yap Beo Giap  
134 Bedok North St 2,  
#09-117,  
Singapore 460134.

Invoice 1136

DATE 09/12/2021

**DESCRIPTION**

**AMOUNT**

SLT 9483 H - BMW 523i  
Rental Period: 1/12/2021 - 11/12/2021  
\$180 x 11 days  
(Replacement Vehicle: SMY 931 C)

1,980.00

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

**TOTAL**

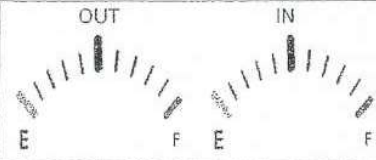
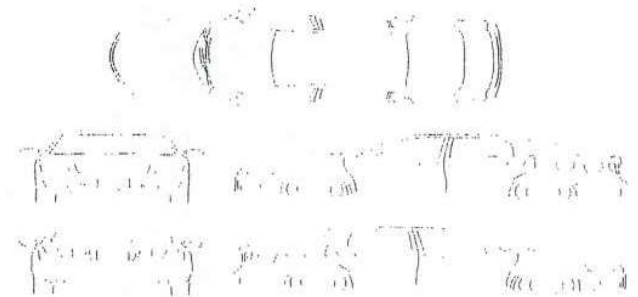
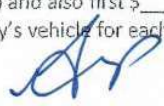
**S\$1,980.00**

Accepted By

Accepted Date

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

# VEHICLE RENTAL AGREEMENT

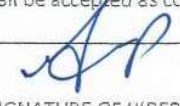
<b>HIRER'S PARTICULAR</b> Name: (as in I/C) <u>Yap Boon Aiap</u> NRIC / Passport No.: <u>S1687889H</u> Address (Res): <u>BLK 134 Bedok North St 2, #09-11A</u> <u>81460134</u> Name & Address of Employer: _____ Occupation: _____ Driving Exp: _____ D/L No: _____ D/L Type: Local / International Pass Date: _____ Date of Birth: _____ Tel / HP: _____		Veh No: <u>SLT 9483 H</u> Replace Veh No: <u>SMY 931 C</u> Mileage Out: _____ Mileage Out: _____ Make & Model <u>Bmw</u> Make & Model _____ Auto / Manual <u>53i</u> Auto / Manual _____ OUT: Date <u>11/12/2021</u> OUT: Date _____ OUT: TIME <u>11:35am</u> OUT: TIME _____	
<b>ADDITIONAL DRIVER'S PARTICULARS</b> Name: (as in I/C) _____ NRIC / Passport No.: _____ D/L No: _____ D/L Type: Local / International Address (Res): _____ Tel / HP: _____		<b>RENTAL CHARGES</b> Daily @\$ _____ Weekly @\$ _____ Monthly @\$ _____ Hours @\$ _____ Others @\$ _____ CDW @\$ _____ PAI @\$ _____ Delivery Service _____	
Refundable Deposit: _____ Cash/Nets/Cheque/Visa/MC Card No: _____ (A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES		SUB - TOTAL \$ _____ 	
		EXTENSION Collection Service _____ Misc. _____	
<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		ESTIMATED TOTAL RENTAL \$ _____ 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 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 a 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
11/12/2021	12pm					



HIRER:

**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 1/12/2021 (Date Out).
9. The Owner will not be responsible for any loss of or damage to personal belongings in the vehicle during rental period 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 provided 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\$ 5 (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 a refund and Hirer 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 : 01 Dec 2021 / 12:32:34

Receipt Date/Time : 01 Dec 2021 / 12:32:33

**Tax Invoice/Receipt**

Receipt No. : ITNET-00000-211201-002082

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 - GBK5679C As at 30 Nov 2021/16:15:00 Insurance Co: INDIA INT'L INS PTE LTD				
1	Insurance Enquiry - GBK5679C Enquiry Fee 20211201123150006572	7.00	0.49	7.49
	<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
	Excess Refundable Amount			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.



## Print Received Message

This mail is associated with :

**\*SMY931C (MFL2021D0005320)**  
**[GBK5679C]**

TP  
YAP BEO GIAP  
Nov 30 2021 4:00PM  
[-]  
Xin Hua Workshop Pte Ltd

**From** India International Insurance Pte Ltd (HQ) (III\_SG), sent on 16/06/2022 09:44 AM.  
**To** LKK\_HQ  
**Subject** Alert - Adj Mandate Approved (S\$15897.45) - SMY931C - Claim Handler: Sherini Pillai

Approved:15897.45.