



**Daniel Poon & Co.**

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**Daniel Poon Choon Kow**  
LL. B. (Hons), LL.M

Our Ref: DP.sl.11723.21.LCH  
Your Ref: -----  
Please quote our reference number when replying

Date: 22 December 2021

M/S AXA INSURANCE SINGAPORE PTE LTD  
8 SHENTON WAY  
#27-01  
AXA TOWER  
SINGAPORE 068811  
**ATTN: MOTOR CLAIMS DEPARTMENT**

**E-MAIL ONLY**

DEAR SIRs,

**PRE-REPAIR INSPECTION**  
**YOUR INSURED VEHICLE REGISTRATION NO: SH 7625J**  
**ACCIDENT ON 24 NOVEMBER 2021 INVOLVING JPA 4540 AND SH 7625J**  
**ALONG WOODLANDS AVENUE 9**

We are instructed by our client to notify you of a road traffic accident on 24 November 2021 at about 18:30 hours along Woodlands Avenue 9 involving our client's vehicle registration number JPA 4540 and vehicle registration number SH 7625J driven by your insured at the material time. A copy of the Singapore accident statement /traffic police report filed is enclosed.

As a result of the accident, our client's vehicle has been damaged. Before our client proceed to repair the damaged vehicle, please let us know within 2 working days of your receipt of this notice whether you would like to conduct a pre-repair inspection of the vehicle, by the attached list of nine (09) surveyor which our client deemed suitable to be appointed.

If the aforesaid is not agreeable, kindly therefore instruct your appointed surveyor for a pre-repair inspection of our client's vehicle at by making a prior appointment with the repairer stated below:-

**\*Please contact workshop direct first before the Pre-repair inspection, so as to ensure the vehicle is in.**

M/S LIAN CHIN HENG MOTOR & CARRIAGE PTE LTD  
BLK 22 WOODLANDS LINK  
#01-35  
SINGAPORE 738734  
**ATTN: JASON LIAN (8200-8888)**

... 2/-

**Date: 22 December 2021**

If we do not receive any agreement from you within the stipulated timeline, our client shall proceed to repair the vehicle without further reference to you.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'K. S. H.', written in a cursive style.

c.c. M/S LIAN CHIN HENG MOTOR & CARRIAGE PTE LTD

E-MAIL ONLY