

# ONG & SHAN LLC

ADVOCATES & SOLICITORS  
COMMISSIONERS FOR OATHS  
NOTARIES PUBLIC

Our Counter-Signatory's Email Notifications:

Lawyer : [ongshanllc@gmail.com](mailto:ongshanllc@gmail.com)

Secretary :

Please send all correspondences to:

- ☐ 2 Kallang Avenue #08-19 Singapore 339407  
Tel: 6444 7845 | Fax: 6444 5847
- ☐ 101 Upper Cross Street #06-15B Singapore 058357  
Tel: 6536 7991 | Fax: 6536 7995
- ☒ 184 Toa Payoh Central #02-364 Singapore 310184  
Tel: 6224 9847 | Fax: 6254 7261

WE DO NOT ACCEPT SERVICE BY FAX

Our Ref : SRSTP.8983.22CM

Your Ref : Your insured vehicle GBJ 2371P

9 February 2022

**Lonpac Insurance Berhad**  
(Motor Claims Department)  
300 Beach Road  
#17-04, The Concourse  
Singapore 199555

**BY EMAIL**

Dear Sirs

**NOTICE TO INSURER TO CONDUCT PRE-REPAIR INSPECTION WITHIN 2 WORKING DAYS  
PURSUANT TO PRE-ACTION PROTOCOL FOR NON INJURY MOTOR ACCIDENT CASES  
(NIMA) ROAD TRAFFIC ACCIDENT INVOLVING GBF 6427H/ GBJ 2371P & GBD 9704Z ON  
08.02.2022 ALONG BUKIT TIMAH ROAD @ 1125 HRS**

We are instructed by our client's M/s Solution Aircon & Engineering Pte Ltd to notify you of a road traffic accident on 08.02.2022 at about 1125 Hrs along Bukit Timah Road involving our client's vehicle registration number GBF 6427H and vehicle registration number GBJ 2371P driven by you insured.

As the result of the accident, our client's/ customer's vehicle has been damaged. Before our client/we proceed to repair the damaged vehicle, please let us know within 2 working days of your receipt of this notice whether you or your insurer would like to conduct a pre-repair survey of the vehicle. If we do not receive any reply from you within the stipulated timeline, our client/we shall proceed to repair the vehicle without further reference to you.

Yours faithfully,



**Ong & Shan LLC**

cc: M/s V-Tech Auto Service (62646233)

**ONG & SHAN LLC**

A LIMITED LIABILITY CORPORATION | COMPANY REGISTRATION NUMBER 201408968D

THIS DOCUMENT IS FOR THE ADDRESSEE (S) ONLY & MAY CONTAIN CONFIDENTIAL INFORMATION &/OR MAY BE SUBJECT TO LEGAL PRIVILEGE. IF YOU HAVE RECEIVED THIS IN ERROR, PLEASE CONTACT US IMMEDIATELY.