

## Denise Tay (LKKAuto)

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**From:** Denise Tay (LKKAuto)  
**Sent:** Tuesday, 17 May 2022 9:00 AM  
**To:** assignments; Admin-D (LKKAuto); Admin A; SUR; claims@premiumauto.com.sg  
**Subject:** Re: OWN DAMAGED CLAIM FOR VEHICLE SMZ 9693 A DOA 07/05/22

Dear Sir,

As instructed by our client, please proceed to repair the insured vehicle **SMZ9693A** (Excess \$800/-).

If there are any check items or supplementary items please inform our office's Assignment Team at Tel: 6741 8434 to arrange our surveyor for inspection.

All supplementary items and unconfirm items are subjected to further approval from insurance company before completion of the repair.

\*Our client reserve their rights **not to pay** if there is no valid approval obtained before repair.

commence repair Checked and Supplementary items to resurvey with CLEAR photos for damage and consistency. Before paint photos for all NEW Panels and Parts required after repair and document

Best Regards,

Denise Tay | Case Handler

LKK Auto Consultants Pte Ltd

Phone: [6256-3561](tel:6256-3561) | email: [denisetay@lkkauto.com](mailto:denisetay@lkkauto.com) | fax: [6256-4315](tel:6256-4315)

Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Claims <claims@premiumauto.com.sg>  
**Sent:** Wednesday, 11 May 2022 11:35 am  
**To:** assignments <assignments@lkkauto.com>; Admin-D (LKKAuto) <admin-d@lkkauto.com>; Admin A <admin-a@lkkauto.com>; SUR <sur@lkkauto.com>  
**Cc:** claims@premiumauto.com.sg <claims@premiumauto.com.sg>  
**Subject:** OWN DAMAGED CLAIM FOR VEHICLE SMZ 9693 A DOA 07/05/22

Dear all,

Kindly register OD claim for this vehicle. Attached is the GIA report for your reference.

We will forward you the estimate once it is available.

Kindly arrange survey on 12/5/22 @ 11am @ Ubi. Owner waiting.

Thank you.

**Best Regards,**

**Jennis Tan**

**Claims Administrator**

**Premium Automobiles Pte Ltd** (Reg No 199902271W)

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e. [claims@premiumauto.com.sg](mailto:claims@premiumauto.com.sg) w. [www.audi.com.sg](http://www.audi.com.sg)

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