



**AUTOMOTIVE REPAIR CENTRE PTE LTD**  
38 WOODLANDS INDUSTRIAL PARK E1  
#05-18 SINGAPORE 757700  
TEL: 64688834 / FAX: 64622278  
E-MAIL: [info@automotiverepaircentre.com.sg](mailto:info@automotiverepaircentre.com.sg)

China Taiping Insurance (Singapore) Pte Ltd  
Attn: Motor Claims Dept

Dear Sir/ Madam

**LETTER OF DEMAND**

**ACCIDENT INVOLVING VEHICLE NO SMP2811A & GBE3196Z**  
**ALONG 18 GEMMILL LANE CARPARK LOT ON 30/06/2022.**

We understand that you are the insurer of vehicle GBE3196Z.

I/We wish to inform you that my/our vehicle SMP2811A have been completed repairs to my/our satisfaction by M/s AUTOMOTIVE REPAIR CENTRE PTE LTD. I/We therefore propose to claim from your as follows:

1.	Cost of Repair	S\$ 1,070.00 (w/GST 7%)
2.	Loss of Use (S\$60.00 x total 6 days) * 2 approved days * 4 additional days for vehicle left in our premises since day of accident filing prior to survey conducted	S\$ 360.00
3.	LTA Search Fee/GIA Reports	S\$ 2.00
<b>TOTAL</b>		<b>S\$ 1,432.00</b>

Please let us have your reply soonest possible.

Thank you.

Yours faithfully



03/11/2022

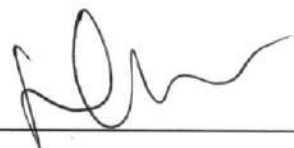
## LETTER OF AUTHORISATION

I/We, ELAYNE GIAN LICHING ("claimant") of  
459 UPPER EAST COAST ROAD #03-01 (address), owner of (Vehicle no.) SMP281A hereby  
authorize **AUTOMOTIVE REPAIR CENTRE PTE LTD** ("the workshop") to act for me with respect to  
my claim for repair costs and/or rental and/or loss of use ("claim") for my vehicle no. SMP281A that  
was damaged pursuant to the accident which occurred on 30/06/2021 (date) along  
18 GEMMILL LANE CARPARK LOT (location)  
involving vehicle no/s ABE31962 ("the accident").

I further authorize the workshop to settle my above-mentioned claim in a manner that they deem fit  
and the workshop is further authorized to receive payment further to settlement of my claim with  
payment cheque/s being made in favor of the workshop.

I further acknowledge that any settlement the workshop may reach on my behalf is on a without  
prejudice and without admission of liability basis insofar as the driver/owner/insurers of the other  
vehicle/s is concerned.

Dated this 1 (day) of 7 (month) 22 (year)

  
Signed by "the claimant"  
(with chop if applicable)

  
Signed by "the workshop"  
(with chop)

MOTOR CLAIMS DISCHARGE VOUCHER

Policy No : DMCVSNW00118542103 Claim No : SNM22D204624/C02/GBE3196Z/LEWLC

Claimant : ELAYNE GAN LI CHING

Amount : **S\$1,312.00**  
SINGAPORE DOLLARS ONE THOUSAND THREE HUNDRED TWELVE ONLY.

I/We agree to accept the above mentioned amount to be paid to me/us in full & final settlement of all claims, costs & disbursements for injuries / damages sustained by me/us through an accident involving

Claimant Vehicle No. : SMP2811A

Insured Vehicle No. : GBE3196Z

Date of Loss : 30/06/2022

Place of Accident : 18 GEMMILL LN, CARPARK LOT

IN CONSIDERATION of the payment made to me/us of the aforementioned sum by CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD., I/We agree absolutely to discharge CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD. and/or

Insured Name : KWX ELECTRICAL

Driver Name : TEOH CHIN SIONG

from all claims, present or future in respect of all loss, injury or damage sustained by me/us arising out of the said accident.

I acknowledge that this payment is made without admission of liability on the part of CHINA TAIPING INSURANCE (SINGAPORE) PTE. LTD.

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(1) General Damages	S\$	
(2) Cost of Repair/ <del>Excess</del>	S\$	1,070.00
(3) Loss of Use/ <del>Rental/Earning</del>	S\$	240.00
(4) <del>GIA/Police Reports/</del> Investigation Results/Search Fees	S\$	2.00
(5) Medical Reports/Expenses	S\$	
(6) Survey Fees/P.T. Fees/Towing	S\$	
(7) Cost including Disbursement	S\$	
	=====	
TOTAL . . . . .	<b>S\$</b>	<b>1,312.00</b>
	=====	

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Claimant Name : ELAYNE GAN LI CHING

NRIC No : 9919

Signature : 

Date : 15/04/2023

This Discharge Voucher applies strictly for claimant's claim for **property damages only** and does not constitute a full discharge for any other claims or further claims whatsoever present or future that may manifest arising directly or indirectly from this accident.

This Settlement terms herein is without an admission of liability on the part of the claimant and/or his driver and the settlement terms and should not be used as evidence in any related suits or claims arising from this accident.



## AUTOMOTIVE REPAIR CENTRE PTE LTD

Company Reg No: 201312913C GST Reg No: 201312913C

38 Woodlands Industrial Park E1 #05-18 Singapore 757700

Tel: 6468 8834 Fax: 6462 2278

Email: info@automotiverepaircentre.com.sg



PayNow UEN: 201312913C

Bill To:

CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD  
3 ANSON ROAD  
#16-00  
SPRINGLEAF TOWER  
SINGAPORE 079909

Tax Invoice No: 00004584

Date: 1/11/2022

Reference: SMP2811A

Page: 1

No	DESCRIPTION	AMOUNT
1	COST OF REPAIR (L/S)	\$1,000.00
Customer Signature & Co. Stamp		Sub-Total: \$1,000.00 GST @ 7%: \$70.00  <b>Amount Due: \$1,070.00</b>

This is an electronically generated invoice, no signature is required


INSURER ENQUIRY

Find  
insurer

Vehicle reg. no.

gbe3196z

Date of Accident

30/06/2022 

Reset

% RESULT & RECEIPT

TP Insurer Enquiry

Insurance ..... **China Taiping Insurance (Sing...**

Period of Insurance ..... **23/10/2021 - 22/10/2022**

Requested By ..... **TAN WEI KIAT (Automotive Re...**

Requested Date ..... **01/07/2022 19:11**

Payment details

Request Amount: **S\$1.87**

GST Amount: **S\$0.13**

Total Amount Due (GST Inclusive): **S\$2**

General Insurance Association

Records Management Centre

GST Registration No: **M400017735**

## EzLyna (LKKAUTO)

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**From:** EzLyna (LKKAUTO)  
**Sent:** Thursday, 23 February 2023 10:56 am  
**To:** alex\_teoh1521@yahoo.com  
**Cc:** Admin A  
**Subject:** RE: ACCIDENT INVOLVING GBE3196Z (CHINA TAIPING) AND SMP2811A AT/ALONG 18 GEMMILL LANE CARPARK LOT ON 30/06/2022

Dear Alex Teoh Chin Siong,

We refer to our previous tele conversation.

Please be informed that Third Party received Traffic Police Investigation Result that you have been charged for careless driving.

We as the loss adjuster appointed by your motor insurer, China Taiping Insurance (Singapore) Pte Ltd, will settle third party claim amicable.

Thank you.

Best Regards,  
**Ezlyna Eng** | Case Handler  
**LKK Auto Consultants Pte Ltd**  
phone: 6841-6051 | email: [Ezlyna@lkkauto.com](mailto:Ezlyna@lkkauto.com) |  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** EzLyna (LKKAUTO)  
**Sent:** Wednesday, 15 February 2023 12:01 PM  
**To:** alex\_teoh1521@yahoo.com  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** ACCIDENT INVOLVING GBE3196Z (CHINA TAIPING) AND SMP2811A AT/ALONG 18 GEMMILL LANE CARPARK LOT ON 30/06/2022

Our Ref: CC6/CTI22006312/Tea3q2

**Insured Name : KWX ELECTRICAL**  
**Insured Driver : Teoh Chin Siong**

Dear Sir/Madam,

**ACCIDENT INVOLVING GBE3196Z (CHINA TAIPING) AND SMP2811A AT/ALONG 18 GEMMILL LANE CARPARK LOT ON 30/06/2022**

We refer to the above subject matter. We write to inform you that we are the loss adjuster appointed by your motor insurer, China Taiping Insurance (Singapore) Pte Ltd to deal with the third party claim against your policy.

We have received a claim from **SMP2811A** against your motor insurance policy.

Pursuant to the above said accident wherein you and/or your authorized driver had amongst other information given us your version of how the accident had occurred, we as the appointed agent of your insurers shall proceed to negotiate for an amicable settlement with third party claimant.

Should you however wish to further discuss on the matter prior to our negotiations and settlement, please contact us within 07 days from the date of this letter.

\*Please forward Traffic Police Investigation Result if you have received it.

\*\*Based on Third party SMP2811A's accident report, there was a witness in this case. We have asked Third party for witness's statement and to date we have yet to receive it.

Thank you.

\*I am working from home from 30<sup>th</sup>~17<sup>th</sup> February 2023. If you wish to contact me, pls whatsapp call at 80287880 or email.

Best Regards,

**Ezlyna Eng** | Case Handler

**LKK Auto Consultants Pte Ltd**

phone: 6841-6051 | email: [Ezlyna@lkkauto.com](mailto:Ezlyna@lkkauto.com) |

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

## EzLyna (LKKAUTO)

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**From:** EzLyna (LKKAUTO)  
**Sent:** Wednesday, 12 April 2023 11:04 am  
**To:** Jenny Lew; claimsdept@sg.cntaiping.com  
**Cc:** Admin A  
**Subject:** RE: [SEEK MANDATE] / SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

Dear Jenny,

We refer to your approval below. Thank you.

My apologies for typo error, third party's workshop should be Automotive Repair Centre Pte Ltd. Amended as in blue highlighter. Thank you.

With warmest regards,  
Ezlyna

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**From:** Jenny Lew <jenny.lew@sg.cntaiping.com>  
**Sent:** Monday, April 10, 2023 10:55 AM  
**To:** EzLyna (LKKAUTO) <ezlyna@lkkauto.com>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** RE: [SEEK MANDATE] / SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

Hi Ezlyna

Pls proceed:

	Amount Revised
1. Cost of Repair	\$ 1,070.00 (Inclusive of GST)
2. Loss of Use	\$ 240.00 (4 days x \$60)
3. LTA/GIA Search Fee	\$ 2.00
<b>Total</b>	<b><u>\$ 1,312.00</u></b>

Surveyor recommended 2 days for repair.

Regards,

**Jenny Lew**  
Senior Executive  
Claims Department

**China Taiping Insurance (Singapore) Pte. Ltd.**  
3 Anson Road #15-00 Springleaf Tower Singapore 079909  
DID: (65) 6389 6172 | Tel: (65) 6389 6116 | F: (65) 6224 7175

**W:** [www.sg.cntaiping.com](http://www.sg.cntaiping.com) | **FB:** [www.facebook.com/chinataipingsg/](https://www.facebook.com/chinataipingsg/) | **WeChat:** 太平獅城 Taiping SG



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**From:** EzLyna (LKKAUTO) <[ezlyna@lkkauto.com](mailto:ezlyna@lkkauto.com)>

**Sent:** Sunday, April 9, 2023 4:43 PM

**To:** Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: [SEEK MANDATE] / SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

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Dear Jenny,

We refer to your email below.

Please find enclosed email correspondence with OI. We also have informed OI via phone call that we will settle TP claim. Thank you.

With warmest regards,  
Ezlyna

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**From:** Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>

**Sent:** Thursday, February 23, 2023 2:50 PM

**To:** EzLyna (LKKAUTO) <[ezlyna@lkkauto.com](mailto:ezlyna@lkkauto.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: [SEEK MANDATE] / SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

Hi Ezlyna

As spoken in the morning, please let us have the confirmation of liability from insured and insured's police investigation result before we revert.

Regards,

**Jenny Lew**  
Senior Executive  
Claims Department

**China Taiping Insurance (Singapore) Pte. Ltd.**  
3 Anson Road #15-00 Springleaf Tower Singapore 079909  
DID: (65) 6389 6172 | Tel: (65) 6389 6116 | F: (65) 6224 7175

**W:** [www.sg.cntaiping.com](http://www.sg.cntaiping.com) | **FB:** [www.facebook.com/chinataipingsg/](https://www.facebook.com/chinataipingsg/) | **WeChat:** 太平獅城 Taiping SG

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**From:** EzLyna (LKKAUTO) <[ezlyna@lkkauto.com](mailto:ezlyna@lkkauto.com)>

**Sent:** Thursday, February 23, 2023 9:25 AM

**To:** Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>; Claims Dept of CTI <[claimsdept@sg.cntaiping.com](mailto:claimsdept@sg.cntaiping.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE:[SEEK MANDATE] / SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Your ref: SNM22D204624/C02/GBE3196Z/LEWLC

LKK ref : CC6/CTI22006312/Tea3

Dear Jenny,

ACCIDENT INVOLVING GBE3196Z (CHINA TAIPING) AND SMP2811A (TP) ON 30/06/2022

We refer to the above matter.

It is an accident OI reported no collision. Third Party has witness & lodged Police Report. Received TPIR (enclosed) that OI has been charged for careless driving. We are of the view that liability is on our driver's.

We seek your approval to offer repairer "Automotive Repair Centre Pte Ltd" at \$1,312.00(all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repair	\$ 5,104.14	\$ 1,070.00 (Inclusive of GST)
2. Loss of Use (6 days x \$60)	\$ 360.00	\$ 240.00 (4 days x \$60)
3. LTA/GIA Search Fee	\$ 2.00	\$ 2.00
<b>Total</b>	<b>\$ 5,466.14</b>	<b>\$ 1,312.00</b>

Surveyor recommended 2 days for repair.

Enclosed here with all the relevant documents for your perusal.

Kindly note that this inspection report dated 09/02/2023 is only for mandate purpose.

Kindly let us have your approval / instruction.

Best Regards,

**Ezlyna Eng** | Case Handler

**LKK Auto Consultants Pte Ltd**

phone: 6841-6051 | email: [Ezlyna@lkkauto.com](mailto:Ezlyna@lkkauto.com) |

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

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**From:** Ezlyna (LKKAuto)

**Sent:** Friday, 6 January 2023 9:26 AM

**To:** Mei Kwan (LKKAuto) <[Meikwan@lkkauto.com](mailto:Meikwan@lkkauto.com)>; Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>

**Cc:** Hsiao Tong (LKKAuto) <[chewht@lkkauto.com](mailto:chewht@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

Dear Jenny,

We refer to your email below.

We have emailed TP workshop our insured's driver reported no collision. Ask for Traffic Police Investigation Result & Witness's statement (Statutory Declaration). Will revert upon receipt the same for instruction.

Thank you.

\*I am working from home till 06.01.2023. If you wish to contact me, pls whatsapp call at 80287880 or email.

Best Regards,

**Ezlyna Eng** | Case Handler

**LKK Auto Consultants Pte Ltd**

phone: 6841-6051 | email: [Ezlyna@lkkauto.com](mailto:Ezlyna@lkkauto.com) |

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

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**From:** Mei Kwan (LKKAuto) <[Meikwan@lkkauto.com](mailto:Meikwan@lkkauto.com)>

**Sent:** Thursday, 5 January 2023 1:29 pm

**To:** Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>; Ezlyna (LKKAuto) <[ezlyna@lkkauto.com](mailto:ezlyna@lkkauto.com)>

**Cc:** Hsiao Tong (LKKAuto) <[chewht@lkkauto.com](mailto:chewht@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>

**Subject:** RE: SNM22D204624/C02/GBE3196Z/LEWLC / FW: Direct Settlement - Accident Involving GBE3196Z (OI : CTI - TBA) and SMP2811A (TP : LKK REF - CC6/CTI22006312/Tea3) on 30/06/2022

Dear Sir / Madam,

Thank you for your email.

Our respective case handler will look into the matter and get back to you in due course.

**Hi Lyna,**

**Kindly assist.**

*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](mailto:MeiKwan@lkkauto.com)

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

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**From:** Jenny Lew <[jenny.lew@sg.cntaiping.com](mailto:jenny.lew@sg.cntaiping.com)>

**Sent:** Thursday, 5 January 2023 9:19 AM

**To:** Mei Kwan (LKKAuto) <[Meikwan@lkkauto.com](mailto:Meikwan@lkkauto.com)>