



**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 SJR371R & YP8925Z**  
**ALONG LORNIE RD TOWARDS ADAM RD EXIT PIE TUAS ON 23/08/2022**.

We understand that you are the insurer of vehicle YP8925Z.

I/We wish to inform you that my/our vehicle SJR371R 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\$ 3,510.00 (w/GST 8%)
2.	Loss of Rental (S\$100.00 x total 10 days)	S\$ 1,000.00
	➤ 7 approved days	
	➤ 1 additional weekend	
	➤ 1 additional day – for leasing that started on Tuesday 6/9, prior to survey the following day	
	➤ 1 additional day for repair to complete	
3.	LTA Search Fee/GIA Reports	S\$ 7.45
	<b>TOTAL</b>	<b>S\$ 4,517.45</b>

Please let us have your reply soonest possible.

Thank you.

Yours faithfully



01/03/2023

## LETTER OF AUTHORISATION

I/We, WIRDA BINTI SUKOR ("claimant") of  
56 BUKIT BATOK STREET 31 #06-17 THE MADEIRA (S)659445 (address), owner of  
(Vehicle no.) SJR371R 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. SJR371R that was damaged  
pursuant to the accident which occurred on 23/08/2022 (date) along  
LORNIE ROAD TOWARDS ADAM ROAD EXIT PIE TUAS (location) involving  
vehicle no/s YP8925Z ("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 the 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 without  
prejudice and without admission of liability basis insofar as the driver/owner/insurers of the  
other vehicle/s is concerned.

Dated this 6<sup>th</sup> (day) of September (month) 2022 (year)



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



Signed by "the workshop"  
(With chop)

MOTOR CLAIMS DISCHARGE VOUCHER

Policy No : DMCVSNW00071382204 Claim No : SNM22D206082/C02/YP8925Z/LEWLC

Claimant : WIRDA BINTI SUKOR

Amount : **S\$4,317.45**  
SINGAPORE DOLLARS FOUR THOUSAND THREE HUNDRED SEVENTEEN AND  
CENTS FORTY FIVE 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. : SJR371R

Insured Vehicle No. : YP8925Z

Date of Loss : 23/08/2022

Place of Accident : LORNIE ROAD TOWARDS PIE

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 : TKB C-E CONTRACTOR PTE. LTD.

Driver Name : ARUMUGAM SURYA

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\$	3,510.00
(3) Loss of <del>Use</del> /Rental/ <del>Earning</del>	S\$	800.00
(4) <del>GIA/Police Reports/</del> Investigation Results/Search Fees	S\$	7.45
(5) Medical Reports/Expenses	S\$	
(6) Survey Fees/P.T. Fees/Towing	S\$	
(7) Cost including Disbursement	S\$	
	=====	
TOTAL . . . . .	<b>S\$</b>	<b>4,317.45</b>
	=====	

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Claimant Name : Wirda Binti Sukor

NRIC No : 1121

Signature : 

Date : 17/04/2023

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 of 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.



Email: [info@automotiverepaircentre.com.sg](mailto:info@automotiverepaircentre.com.sg)



This is an electronically generated invoice, no signature is required

**Chen Joo Trading**  
**UEN: 53168792M**

**Tax Invoice**

<b>INVOICE TO:</b>
Sukor Bin Abdul Rahman Blk 433 Jurong West st 42, #02-520 Singapore 640433

<b>INVOICE NUMBER :</b>	220913
<b>DATE:</b>	19/09/2022
<b>OUR VEHICLE NUMBER:</b>	SLD5217X

DESCRIPTION	# DAYS	RATE	AMOUNT
Rental from 06/09/2022 to 16/09/2022 Your Reference: SJR371R	10	\$100.00	\$1,000.00
Account Name: Chen Joo Trading Bank : UOB Account number: 3923025756  All cheques must be made payable to <b>CHEN JOO TRADING</b> *Please indicate invoice and vehicle number in the reference			
	<b>Total</b>		\$1,000.00

Chen Joo Trading      UEN: 53168792M  
100 Jalan Sultan, #04-04, Sultan Plaza, Singapore (199001)

Tel: 6294 8656



**Chen Joo Trading**  
100 Jalan Sultan, #04-04, S(199001)  
**VEHICLE HIRING AGREEMENT**

VHA No.: 220913

**Documents required:**

- ☒ Driving License  
☒ NRIC

Driver's Own Vehicle No: <u>SJR371R</u>							
Replacement Vehicle No: <u>SLD5217X</u>							
<b>Charges</b>						<b>\$</b>	
Daily	10	day @ \$	100	Per Day	1000		
Weekly/Mthly		week @ \$		Per week/Mth			
Others							
CDW/PAI		@ \$		Per day/Mth			
Delivery/Collection Svc							
<b>Petrol Level &amp; Surcharge</b>	<b>OUT</b>	E	1/4	1/2	3/4	F	
			✓				
	<b>IN</b>		✓				
GST						-	
Total Charges						1000	

  
**Driver's Signature**

Security Deposit: \$ 0/-  
(Cash/NETS/PayNow)

Non Waiver Excess (Subject to GST): \$ 3500

I have read and agree to the terms and condition on both sides of this Agreement. I agree that all amounts payable under this Agreement and for parking and traffic infringements may be billed to that account and my signature above will be considered to have been made on the charge/credit card voucher. All information I have been given Chen Joo Trading in connection with this agreement is true.

**IMPORTANT**

1. The Driver must be above 21 years old and above 2 years driving experience. Failure to observe may result in Driver bearing all damages costs.
2. All vehicles are supplied with petrol and should returned with petrol level likewise. A service charge of \$10 on top of a petrol surcharge is payable by the Driver should he fail to return the vehicle at the appropriate petrol level
3. Use of the vehicle for illegal purpose (For instance: in connection with theft, drug peddling/trafficking, smuggling) is strictly prohibited
4. Vehicle strictly for Singapore use only and may not be driven out of Singapore without prior written consent of Chen Joo Trading. The Driver is liable for a penalty fee of \$200 in additional to the appropriate insurance top up in the case of non-disclosure of Malaysia usage
5. The Driver shall be responsible for all damages or losses howsoever caused, all traffic violations, fines and penalties imposed on the vehicle for whatsoever reason in respect of or in connection with it's use or operation
6. The Driver shall be responsible for all claims, damages, losses, increased insurance premiums, non-waiver excess and cost expense (including legal costs on a indemnity basis), whatsoever and howsoever brought against, suffered or incurred by you in respect of the vehicle or the use or the operation of the vehicle. Full excess amount have to be paid immediately in the event of an accident. We reserve the right not to replace an replacement vehicle if an accident occurred. Any damage to the car will be repaired at Automotive Repair Centre.
7. Smoke or permit smoking and transport of pets in the vehicle are not allowed. Any offensive smell, the driver shall bear the cost of removing the offensive smell or pet's hair, between \$300-\$500
8. The Driver agrees that a punctured tyre, empty petrol tank, loss of vehicle's key or locked keys inside vehicle, by itself, does not constitute a breakdown and that in the event the 24-Hours Emergency Service is called upon to respond to such occurrence, the Driver shall bear the cost of such response at \$70 per trip
9. In case of accident, the Driver shall report to Automotive Repair Centre immediately. An accident report must be made within 24 hours. Failure to comply, the hirer will have to bear all liability from all parties claim. Full excess amount have to be paid immediately in the event of an accident
10. The Driver also have the responsibility to ensure that the radiator water level in the car is sufficient and do not drive when the vehicle stall and does not have sufficient water. Any damage to the engine will be borne by the Driver
11. All customer's data will be kept strictly confidential and is solely used for the purpose of completing the sales transactions and other relating matters. I understand and agree to the personal data collection required.

Date Out	Time Out	Mileage	Check By	Remarks
06/04/22	1700	156311	✓	

  
**Driver's Signature**

**Return of Vehicle**

The Driver shall be deemed to be the Day and the Time the Vehicle is returned and the same shall be accepted as conclusive evidence of the same and shall not be challenged or questioned on any account whatsoever. And I had cleared my belongings from the rental vehicle (cashcard, decals, etc.)

Date In	Time In	Mileage	Check By	Remarks
16/4/2022		156541	@	

  
**Driver's Signature**

Land Transport Authority  
10 Sin Ming Drive  
Singapore 575701  
GST Registration No. : M4-0006529-2

Print Date/Time : 24 Aug 2022 / 12:04:23

Receipt Date/Time : 24 Aug 2022 / 12:04:09

## Tax Invoice/Receipt

Receipt No. : ITNET-00000-220824-001441

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 - YP8925Z				
As at 23 Aug 2022/13:35:00				
Insurance Co: CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD				
1	Insurance Enquiry - YP8925Z			
	Enquiry Fee	7.00	0.49	7.49
	20220824120155791708			
<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				
	526471XXXXXX7593	eNETS Credit Card		7.45
Total				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.

**Asher Sng (LKKAUTO)**

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**From:** Asher Sng (LKKAUTO)  
**Sent:** Tuesday, 13 September 2022 09:50  
**To:** 'ADMIN@TKBGROUP.COM'  
**Subject:** ACCIDENT INVOLVING YP 8925Z AND SJR 371R ON 23/08/2022

**Our Ref: CC6/CTI22008300/Eea3**

13 September 2022

**TKB C-E CONTRACTOR PTE. LTD.**

Dear Sir/Madam,

**ACCIDENT INVOLVING YP 8925Z AND SJR 371R ON 23/08/2022**

We refer to the above accident where we are acting for China Taiping Insurance (Singapore) Pte Ltd to resolve the claim against you and/or your authorized driver under the Auto Insurance policy taken up with them.

Based on the accident report and accident scenario, liability is down against us. We will therefore proceed to negotiate for an amicable settlement with the Third Party.

Should you however wish to further discuss on the matter prior to our negotiations and settlement, please contact us within 10 days from the date of this letter.

Please call us if you have further queries.

Yours faithfully,

Asher Sng  
*Case Handler*  
DID: 6841 6051  
Email: [ashersng@lkkauto.com](mailto:ashersng@lkkauto.com)

*c.c. China Taiping Insurance (Singapore) Pte Ltd  
(Motor Claims Dept)*



## EzLyna (LKKAUTO)

**From:** Jenny Lew <jenny.lew@sg.cntaiping.com>  
**Sent:** Saturday, 15 April 2023 4:33 pm  
**To:** EzLyna (LKKAUTO)  
**Cc:** Admin A  
**Subject:** RE: [SEEK MANDATE] / OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/Eya3 -SJR371R, TPP DIRECT SETTLEMENT DOA:23.08.2022

Hi Ezlyna,

Pls proceed:

	Amount Revised
1. Cost of Repair	\$ 3,510.00 (w/GST) L/Sum
2. Loss of Rental	\$ 900.00 (9 days x \$100)
3. LTA Search fee	\$ 7.45
Total	\$ 4,417.45

Surveyor recommended 7 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>  
**Sent:** Friday, April 14, 2023 5:12 PM  
**To:** Jenny Lew <jenny.lew@sg.cntaiping.com>; Claims Dept of CTI <claimsdept@sg.cntaiping.com>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** RE: [SEEK MANDATE] / OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/Eya3 - SJR371R, TPP DIRECT SETTLEMENT DOA:23.08.2022

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Your ref: SNM22D206082/C02/YP8925Z/LEWLC  
LKK ref : CC6/CTI22008300/Eya3

Dear Jenny,

ACCIDENT INVOLVING YP8925Z (CHINA TAIPING) AND SJR371R (TP) ON 23/08/2022

We refer to the above matter.

It is an accident under BOLA 27, OI rear ended TP. 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 \$4,417.45 (all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repair	\$ 5,864.00	\$ 3,510.00 (w/GST) L/Sum
2. Loss of Rental (10 days x \$100)	\$ 1,000.00	\$ 900.00 (9 days x \$100)
3. LTA Search fee	\$ 7.45	\$ 7.45
Total	\$ 6,871.45	\$ 4,417.45

Surveyor recommended 7 days for repair.

Enclosed here with all the relevant documents for your perusal.

Kindly note that this inspection report dated 21/03/2023 is only for mandate purpose.

Kindly let us have your approval / instruction.

\*I am working from home till 12.05.2023. 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:** EzLyna (LKKAuto)  
**Sent:** Thursday, March 16, 2023 2:48 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)>; Hsiao Tong (LKKAuto) <[chewht@lkkauto.com](mailto:chewht@lkkauto.com)>  
**Subject:** RE: OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/Eya3 -SJR371R, TPP DIRECT SETTLEMENT

Dear Jenny,

We refer to your email below.

We are in the mid of preparing report. Will submit to seek mandate approval once it has done. Thank you.

With warmest regards,  
Ezlyna

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

**Sent:** Wednesday, March 15, 2023 10:46 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:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Hsiao Tong (LKKAuto) <[chewht@lkkauto.com](mailto:chewht@lkkauto.com)>

**Subject:** RE: OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/Eya3 -SLR371R, TPP DIRECT SETTLEMENT

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:** Wednesday, March 15, 2023 3:40 PM

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

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

**Subject:** RE: OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/ea3-SLR371R, TPP DIRECT SETTLEMENT

Hi both,

Pls advise the status.

Thank you.

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

**Sent:** Friday, September 9, 2022 11:27 AM

**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)>; Asher Sng (LKKAuto) <[AsherSng@lkkauto.com](mailto:AsherSng@lkkauto.com)>

**Subject:** RE: OUR REF: SNM22D206082/C02/YP8925Z/LEWLC & YOUR REF: CC6/CTI22008300/ea3-SLR371R, TPP DIRECT SETTLEMENT

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Dear Jenny,

We refer to the above matter.

Enclosed for your perusal is:

- TP estimated cost of repair
- Preliminary advice
- Photographs of TP vehicle in its damaged condition

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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