



**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 SLV7330T & GZ5157D & SML8374B ALONG SLE TOWARDS BKE ON 29/09/2022.**

We understand that you are the insurer of vehicle **GZ5157D**.

I/We wish to inform you that my/our vehicle **SLV7330T** 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\$ 3,424.00 (w/GST 7%) |
| 2. Loss of Rental (S\$100.00 x total 12 days)  | S\$ 1,200.00            |
| ➤ 6 approved days  |                         |
| ➤ 2 weekends – survey conducted on Fri 30/9 @2pm   |                         |
| ➤ 1 additional day – for leasing that started on Thurs 29/9, prior to survey   |                         |
| ➤ 3 additional day – for the 2 non-working (Sundays) included in the rental bill, as well as the additional downtime required for the repair job to complete |                         |
| 3. Towing Fee  | S\$ 55.00               |
| ➤ Which our workshop had reimburse the towing fee to our client's insurer  |                         |
| 4. LTA Search Fee/GIA Reports  | S\$ 2.00                |
| <b>TOTAL</b>   | <b>S\$ 4,681.00</b>     |

Please let us have your reply soonest possible.

Thank you.

Yours faithfully

  
  
31/12/2022

## LETTER OF AUTHORISATION

I/We, MOHAMMAD NOOR BIN ABDUL RAHMAN ("claimant") of  
345 CHOA CHU KANG AVE 3, #01-30, S689876 (address),  
owner of (Vehicle no.) SLV7330T 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 SLV7330T that was  
damaged pursuant to the accident which occurred on 29/9/2022 (date) along  
SKE TOWARDS BKE (location)  
involving vehicle no/s G25157D & 3M18374B ("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 29 (day) of 9 (month) 2022 (year)



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



Signed by "the workshop"  
(With chop)

MOTOR CLAIMS DISCHARGE VOUCHER

Policy No : DMCVSNW00050032201 Claim No : SNM22D207011/C03/GZ5157D/TAYHP

Claimant : MOHAMMAD NOOR BIN ABDUL RAHMAN

Amount : **S\$4,381.00**  
SINGAPORE DOLLARS FOUR THOUSAND THREE HUNDRED EIGHTY ONE 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. : SLV7330T  
Insured Vehicle No. : GZ5157D

Date of Loss : 29/09/2022  
Place of Accident : SLE

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 : CK BUILDER & CONSULTANCY PTE LTD  
Driver Name : LONG HIN HAI

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\$	3,424.00
(3) Loss of Use/Rental/ <del>Earning</del>	S\$	900.00
(4) <del>GIA/Police Reports/</del> Investigation Results/Search Fees	S\$	2.00
(5) Medical Reports/Expenses	S\$	
(6) <del>Survey Fees/P.T. Fees/Towing</del>	S\$	55.00
(7) Cost including Disbursement	S\$	
	=====	
TOTAL . . . . .	<b>S\$</b>	<b>4,381.00</b>
	=====	

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Claimant Name: Mohammad Noor Bin Abdul Rahman NRIC No : 5991C

Signature :  Date : 14/02/2023

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: 00004854

Date: 31/12/2022

Reference: SLV7330T

Page: 1

No	DESCRIPTION	AMOUNT
1	COST OF REPAIR (L/S)	\$3,200.00
Customer Signature & Co. Stamp		Sub-Total: \$3,200.00 GST @ 7%: \$224.00  <b>Amount Due: \$3,424.00</b>

This is an electronically generated invoice, no signature is required

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

**Tax Invoice**

<b>INVOICE TO:</b>
Mohammad Noor Bin Abdul Rahman Blk 345 Choa Chu Kang ave 3 #01-30 Singapore 689876

<b>INVOICE NUMBER :</b>	221010
<b>DATE:</b>	12/10/2022
<b>OUR VEHICLE NUMBER:</b>	SLD5217X

DESCRIPTION	# DAYS	RATE	AMOUNT
Rental from 29/09/2022 to 11/10/2022 Your Reference: SLV7330T	12	\$100.00	\$1,200.00
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>		\$1,200.00

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

Tel: 6294 8656


INSURER ENQUIRY

Find  
insurer

Vehicle reg. no.

GZ5157D

Date of Accident

29/09/2022 

Reset

% RESULT & RECEIPT

TP Insurer Enquiry

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

Period of Insurance ..... **25/05/2022 - 24/05/2023**

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

Requested Date ..... **29/09/2022 11:34**

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**



It pays to choose

**Budget  
Direct**  
insurance

## Recovery Letter

18 October 2022

Automotive Repair Centre Pte Ltd  
38 Woodlands Industrial Park E1  
#05-18  
Singapore 757700

Dear Sir,

Please find enclosed our tax invoice, for recovery of towing charges paid by us where our insured vehicle(s) SLV7330T was/were towed to your workshop and repairs to the vehicle(s) were performed by you, as part of the respective insured driver's own damage claim against his/her policy with us. For your reference, copies of the invoices for these towing charges issued by Across Asia Assist Singapore Pte Ltd to us are also enclosed.

As agreed under the Authorised Workshop Services Agreement entered between you and us, kindly reimburse us the amount stated to be payable in our tax invoice within 30 days from the date of this letter. If you would like to pay by cheque, please make your cheque payable to **Auto & General Insurance (Singapore) Pte. Limited.**

Please call us at 6221 2199, Mondays to Fridays (excluding public holidays), from 8am to 8pm if there you have any questions.

**Auto & General Insurance (Singapore) Pte. Limited**  
*Trading as Budget Direct Insurance*



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Simon Birch

It pays to choose

**Budget  
Direct**  
insurance

☆

## Tax Invoice

GST Reg. No. 201626103G

### Payment Information

Tax Invoice Date : 18/10/2022  
Tax Invoice Number : C10017772/000324T  
Transaction Type : Recovery of Towing Charges

### Payment

Gross amount (before GST) : S\$55.00  
7% GST : S\$0.00  
**Total Amount Payable : S\$55.00**

This is computer generated and no signature is required.



# INVOICE

Auto & General Insurance (Singapore) Pte. Limited  
Attention: Albert Hong  
190 Clemenceau Avenue, #03-01 Singapore Shopping Centre  
239924  
SINGAPORE

**Invoice Date**  
3 Oct 2022

**Invoice Number**  
INV-2414

**Reference**  
6332 / SLV7330T

ACROSS ASIA ASSIST  
(S) PTE LTD  
1 Scotts Road, #21-07  
Shaw Centre  
228208  
SINGAPORE

Description	Quantity	Unit Price	Discount	Tax	Amount SGD
Recovery cost for roadside assistance. Vehicle Num: SLV7330T Case ID: 6332 Date: 29 Sep 2022	1.00	55.00	0.00	No Tax	55.00
Subtotal					55.00
TOTAL SGD					55.00

**Due Date: 2 Nov 2022**

## PAYMENT ADVICE

To: ACROSS ASIA ASSIST (S) PTE LTD  
1 Scotts Road, #21-07  
Shaw Centre  
228208  
SINGAPORE

**Customer** Auto & General Insurance  
(Singapore) Pte. Limited

**Invoice Number** INV-2414

**Amount Due** 55.00

**Due Date** 2 Nov 2022

**Amount Enclosed**

Enter the amount you are paying above

## **EzLyna (LKKAuto)**

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**From:** EzLyna (LKKAuto)  
**Sent:** Wednesday, 9 November 2022 11:23 AM  
**To:** carloslai@ckbc.com.sg  
**Cc:** Admin A  
**Subject:** ACCIDENT INVOLVING GZ5157D (CHINA TAIPING) AND SLV7330T AT/ALONG SLE ON 29/09/2022

Our Ref: CC6/CTI22009669/ea3

**Insured Name :M/S CK BUILDER & CONSULTANCY PTE LTD**

**Driver Name: Long Hin Hai**

Dear Sir/Madam,

**ACCIDENT INVOLVING GZ5157D (CHINA TAIPING) AND SLV7330T AT/ALONG SLE ON 29/09/2022**

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 SLV7330T against your motor insurance policy.

Based on the accident report and accident scenario, we are of the view that liability is not in your driver's favour. Therefore, we shall proceed to negotiate for an amicable settlement of the third party claim at best to avoid further litigation, which would escalate to even more cost.

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.

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)

## EzLyna (LKKAUTO)

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**From:** Irene Tay <irene.tay@sg.cntaiping.com>  
**Sent:** Friday, 10 February 2023 10:50 am  
**To:** EzLyna (LKKAUTO)  
**Cc:** Admin A  
**Subject:** RE: {SEEK MANDATE} / SNM22D207011/C03/GZ5157D/TAYHP / RE: Direct Settlement - Accident Involving GZ5157D (OI : CTI - TBA) and SLV7330T (TP : LKK REF - CC6/CTI22009669/ea3) on 29/09/2022

Dear Sir/Mdm,

We refer to the above captioned matter and your email below.

Please proceed to offer repairer "Automotive Repair Centre Pte Ltd" at \$4,381.00 (all-in).

Regards,

**Irene Tay**  
Claims Department (Motor Division)

**China Taiping Insurance (Singapore) Pte. Ltd.**  
3 Anson Road #15-00 Springleaf Tower Singapore 079909  
DID: (65) 63896192 | F:(65) 62247478/62247175

**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:** Thursday, 12 January 2023 10:17 AM  
**To:** Irene Tay <irene.tay@sg.cntaiping.com>; Claims Dept of CTI <claimsdept@sg.cntaiping.com>  
**Cc:** Admin A <admin-a@lkkauto.com>  
**Subject:** RE:{SEEK MANDATE} / SNM22D207011/C03/GZ5157D/TAYHP / RE: Direct Settlement - Accident Involving GZ5157D (OI : CTI - TBA) and SLV7330T (TP : LKK REF - CC6/CTI22009669/ea3) on 29/09/2022

**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: OUR REF: SNM22D207011/C03/GZ5157D/TAYHP  
LKK ref : CC6/CTI22009669/ea3

Dear Irene,

ACCIDENT INVOLVING GZ5157D (CHINA TAIPING) AND SLV7330T (TP) ON 29/09/2022

We refer to the above matter.

It is an accident (BOLA:Nil) OI lost control & hit onto TP's vehicle. 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 \$4,381.00 (all-in).

The summary is as follows: -

	Amount Claimed	Amount Revised
1. Cost of Repair	\$ 5,233.48	\$ 3,424.00 (inclusive of GST)
2. Loss of Rental (12 days x \$100.00)	\$ 1,200.00	\$ 900.00 (9 days x \$100)
3. LTA/GIA Search Fee	\$ 2.00	\$ 2.00
5. Towing Fee	\$ 55.00	\$ 55.00
<b>Total</b>	<b>\$ 6,490.48</b>	<b>\$ 4,381.00</b>

Surveyor recommended 6 days for repair.

Enclosed here with all the relevant documents for your perusal.

Kindly note that this inspection report dated 03/01/2023 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) |

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**From:** Irene Tay <[irene.tay@sg.cntaiping.com](mailto:irene.tay@sg.cntaiping.com)>

**Sent:** Wednesday, 19 October 2022 9:58 AM

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

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

**Subject:** RE: SNM22D207011/C03/GZ5157D/TAYHP / RE: Direct Settlement - Accident Involving GZ5157D (OI : CTI - TBA) and SLV7330T (TP : LKK REF - CC6/CTI22009669/ea3) on 29/09/2022

Dear Sir/Mdm,

Enclosed herewith a copy of our insured SAS REPORT as requested by you.

(PW. GZ5157D)

Regards,

**Irene Tay**

Claims Department (Motor Division)

**China Taiping Insurance (Singapore) Pte. Ltd.**

3 Anson Road #15-00 Springleaf Tower Singapore 079909

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

**Sent:** Wednesday, 19 October 2022 9:39 AM

**To:** Irene Tay <[irene.tay@sg.cntaiping.com](mailto:irene.tay@sg.cntaiping.com)>

**Cc:** Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; Claims Dept of CTI <[claimsdept@sg.cntaiping.com](mailto:claimsdept@sg.cntaiping.com)>; CS A Team <[cs-a@lkkauto.com](mailto:cs-a@lkkauto.com)>

**Subject:** RE: SNM22D207011/C03/GZ5157D/TAYHP / RE: Direct Settlement - Accident Involving GZ5157D (OI : CTI - TBA) and SLV7330T (TP : LKK REF - CC6/CTI22009669/ea3) on 29/09/2022

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## URGENT

Dear Irene,

We refer to the above matter.

***Kindly let us have a copy of your insured's GIA report for our necessary action.***

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

**Sent:** Monday, 3 October 2022 2:12 PM

**To:** Irene Tay <[irene.tay@sg.cntaiping.com](mailto:irene.tay@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)>; Claims Dept of CTI <[claimsdept@sg.cntaiping.com](mailto:claimsdept@sg.cntaiping.com)>; CS A Team <[cs-a@lkkauto.com](mailto:cs-a@lkkauto.com)>

**Subject:** RE: SNM22D207011/C03/GZ5157D/TAYHP / RE: Direct Settlement - Accident Involving GZ5157D (OI : CTI - TBA) and SLV7330T (TP : LKK REF - CC6/CTI22009669/ea3) on 29/09/2022

Dear Irene,

Please see attached TP police video and the accident video footage.