

# ARC

**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 SMR1102J & XD9693K**  
**ALONG PIONEER RD NORTH ON 23/11/2022.**

We understand that you are the insurer of vehicle XD9693K.

I/We wish to inform you that my/our vehicle SMR1102J 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\$ 2,533.68 (w/GST 8%)
2.	Loss of Rental (S\$120.00 x 3 day)	S\$ 385.20 (w/GST 7%)
3.	LTA Search Fee/GIA Reports	S\$ 2.00
	<b>TOTAL</b>	<b>S\$ 2,920.88</b>

Please let us have your reply soonest possible.

Thank you.

Yours faithfully



28/04/2023

## LETTER OF AUTHORISATION

I/We, Yong Tuck Whye ("claimant") of  
Blk 783D, Woodlands Rise #09-27 (address), owner of SMR 1102 J (vehicle no.)  
hereby authorize **Automotive Repair Centre Pte Ltd** ("the workshop"), to act on behalf of  
me/us with respect to my/our claim for repair costs and/or rental and/or loss of use ("claim")  
for my/our vehicle no. SMR 1102 J that was damaged pursuant to the accident occurred  
on 23/11/2012 (date) along Pioneer Road North (location)  
involving vehicle no/s XD9693K ("the accident").

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

I/We further acknowledge that any settlement the workshop may reach on my/our 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 24 (day) of NOV (month) 2012 (year)



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



Signed by "the workshop"  
(with chop)



## 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](mailto: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: 00005393

Date: 28/4/2023

Reference: SMR1102J

Page: 1

No	DESCRIPTION	AMOUNT
1	COST OF REPAIR (P/P)	\$2,346.00
Customer Signature & Co. Stamp		Sub-Total: \$2,346.00 GST @ 8%: \$187.68  <b>Amount Due: \$2,533.68</b>

This is an electronically generated invoice, no signature is required

## TAX INVOICE

**Invoiced To**  
YONG TUCK WHYE  
BLK 783D WOODLANDS RISE  
#09-27  
SINGAPORE 7734783

**Invoice Number** A 10088  
**Invoice Date** 08/12/2022  
**Due Date** 08/12/2022  
**VHA Number** A 10088  
**Vehicle Number** SMN 6012 Z

S/N	Description	No. of Days	Rate	Amount
1	RENTAL FROM 29 NOVEMBER 2022 TO 03 DECEMBER 2022 YOUR REF: SMR 1102 J	3	120.00	360.00

Subtotal	360.00
GST @ 7%	25.20
<b>Total (incl. GST)</b>	<b>385.20</b>
Less: Payments	-
<b>Amount Due</b>	<b>S\$385.20</b>

Account Name: BKW RENT A CAR PTE LTD  
Account No: 118-312-9991 Paynow UEN: 200106276D  
Bank: UNITED OVERSEAS BANK LTD (UOB)  
Branch: UOB Shaw Centre Branch  
Bank Address: 1 Scotts Road #03-04 Shaw Centre Singapore 228208  
Bank Code: 7375 Branch Code: 018 Swift Code: UOVBSGSG

All cheques must be made payable to BKW RENT A CAR PTE LTD.  
\* Please indicate the invoice number and vehicle number in the reference.



# BKW RENT A CAR PTE LTD

120 Lower Delta Road #02-15 Cendex Centre Singapore 169208 Tel: 6738 7777 Fax: 6271 1661

ACRA No: 20-0106276-D GST Reg. No: 20-0106276-D

24 HOURS HELPLINE : 6223 1122

A / BMS / P

VHA No : 10088 ARC

Workshop: Auto 101

## VEHICLE HIRING AGREEMENT

### HIRER'S PARTICULARS

Name (as in I/C) YONG TUCK WHYE  
NRIC/Passport No: [REDACTED] Date of Birth: 22/10/1987  
Address: BLK 783D WOODLANDS Age: 35  
RISE #09-27 S( 734783 )

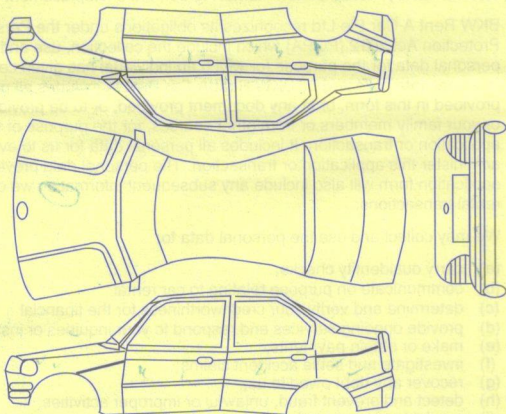
Name & Address of Employer

Occupation [REDACTED] Driving Exp: 21/10/10  
Driving Licence No: [REDACTED] Passed Date:  
D/L Type: Local/Int'l/Others:

### AUTHORIZED DRIVER'S PARTICULARS

Name (as in I/C) [REDACTED]  
NRIC/Passport No: [REDACTED] Date of Birth: [REDACTED]  
Address: [REDACTED] Age: [REDACTED]  
S( [REDACTED] ) Yrs  
Occupation [REDACTED] Driving Exp: [REDACTED]  
Driving Licence No: [REDACTED] Passed / Expiry Date: [REDACTED]  
D/L Type: Local/Int'l/Others: [REDACTED] Contact No: [REDACTED]

Hirer's Own Vehicle No: <u>SMR1102J</u>		Replace Veh No:	
Loan Vehicle No: <u>SMN6012Z</u>		VR No:	
Make & Model: <u>AVANTE - H</u>		Auto/Manual Group:	
CHARGES : \$ cts			
Daily	<u>3</u> day @ \$ <u>120</u>	Per day	<u>\$360</u>
Weekly/Monthly	week @ \$	Per week/Monthly	
Others			
CDW/PAI	@ \$	Per day/Monthly	
Delivery/Collection Svc			
GST <u>7%</u> <u>\$25</u>			
OR No: (A) SUB-TOTAL <u>\$385</u>			
Petrol Level & Surcharge	OUT	E	1/4
	IN		1/2
<input type="checkbox"/> Return the same petrol level		GST	
First <u>      </u> km FREE per day		TOTAL CHARGES	
Excess mileage is chargeable at <u>      </u> cents per km			



INDICATE:  
A - Accidents  
D - Dents  
S - Scratches  
X - Crack

NON WAIVER EXCESS (Subject to GST): \$ 2000/-

#### ACCESSORIES CHECK

- ☐ Data Cards ☐ Camera Systems ☐ Hub Cap ☐ Radio / CD Cartridge  
☐ Jack ☐ Tyre Opener ☐ Petrol Cap ☐ Spare Tyre

Hirer's Signature : \_\_\_\_\_ Additional Driver's Signature : \_\_\_\_\_

SINGAPORE Use Only \*Please refer to point 5

I have read and agree to the terms and condition on both sides of this agreement. If I have presented a charge/credit card for payment. 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 BKW Rent A Car Pte Ltd in connection with this agreement is true.

#### IMPORTANT

- The Hirer and the authorized driver by BKW must be over 23 years of age and under 70 years and be holding valid driving licenses and have a minimum of 2 years regular and qualified driving experience. Failure to observe stipulation may return all damages costs to be Borne by the Hirer/the Authorised Driver.
- 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 hirer should he fail to return the vehicle at the appropriate petrol level.
- No refund for early return of vehicle. The hirer shall be liable for additional charges for any late return at the rate shown per hour per day, inclusive of CDW and/or PAI where applicable. Any returns after our operation hours will be charged as a full day rental.
- Use of the vehicle for illegal purpose (For instance: in connection with theft, drug peddling or trafficking, smuggling, illegal racing), is strictly prohibited.
- Vehicle strictly for Singapore use only and may not be driven out of Singapore without prior written consent of BKW Rent A Car Pte Ltd. The hirer is liable for a penalty fee of minimum \$200 in addition to the appropriate insurance top up in the case of non-disclosure of Malaysia usage.
- The hirer and/or 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 its use or operation.
- The hirer and/or driver shall be responsible for all claims, damages, losses, increased insurance premiums, non-waiver excess and cost expense (including

- legal costs on a full 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. The owner reserve the right not to replace a replacement vehicle if an accident occurred. Any damage to the car will be repair at BKW authorized workshop.
- Smoke or permit smoking and transport of pets in the vehicle are not allowed. Any offensive smell e.g. cigarette, durian or pet's smell, the hirer and/or driver shall bear the cost of removing the offensive smell or pet's fur between \$300 - \$500.
- The Hirer agrees that a punctured tyre, empty petrol tank, loss of vehicle's key or locked keys inside of vehicle, by itself, does not constitute a breakdown and that in the event the owner's 24-Hours Emergency Service is called upon to respond to such occurrence, the Hirer shall bear the cost of such response at \$60.00 per trip.
- In case of accident, the hirer shall report to rental office immediately. An accident report must be made within 24 hours. Failure to comply, the hirer will have to borne all liability from all parties claim. Full excess amount have to be paid immediately in the event of an accident.
- The hirer/Driver also have the responsibility to ensure that the radiator water level in the car is sufficient and do not drive when the vehicle is stall and does not have sufficient water. Any damage to the engine will be bear by the hirer/driver.
- All customers' 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 statement stated on the Terms and Conditions Page.

Date Out	Time Out	Mileage	Check By	Remarks
21/11/22	9:30	111953		

Hirer's/Driver Signature

Return Of Vehicle: The Hirer Driver Is Required To Sign In The Column "Signature Of Hirer Driver Failing Which The Day And Time Inserted Below Shall Be Deemed To Be The Day And Time The Vehicle Is Returned To BKW Rent A Car Pte Ltd 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 belonging items from the rental vehicle (cashcard, parking coupons, etc)"

Date In	Time In	Mileage	Check By	Remarks
2/12/22	9:30	112107	John	

Hirer's/Driver Signature


INSURER ENQUIRY

## Find insurer

Vehicle reg. no.

XD9693K

Date of Accident

23/11/2022 

Reset

## % RESULT & RECEIPT

### TP Insurer Enquiry

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

Period of Insurance ..... **27/02/2022 - 26/02/2023**

Requested By ..... **Tan Kok Leong (Automotive R...**

Requested Date ..... **24/11/2022 12:50**

#### 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**