

12th December 2022

**SPF Accident Claim Section
Automotive Engineering & Management Division
Police Logistic Department
1 Mount Pleasant Road Block 8 Old Police Academy
S298333**

Dear Sir/Madam,

**Road Traffic Accident Involving SLQ 3540 G (Our Ref) and QX 1209 G (Your Ref)
Dated 11 December 2022 0220Hrs
@ 96 Syed Alwi Road (Mustafa Door 2)**

We represent our client; GO-LEASE PTE LTD , to notify you of the aforesaid road traffic accident involving our client's vehicle registration number: SLQ 3540 G and your insured's vehicle registration number: QX 1209 G. Enclosed herewith a copy of the Singapore Accident Statement / Traffic Police Report filed for your reference.

We hereby give you **NOTICE** that we are claiming against QX 1209 G for damages, costs and disbursements as a result of the aforesaid road traffic accident.

Please let us know within 2 working days from today, your insured's and your intention to conduct a pre-repair survey on our client's vehicle, along with your list of at least ten (10) motor surveyors.

If we do not receive any reply from you within the stipulated timeline, we shall proceed to appoint our own surveyor and proceed with the necessary repair for our client's vehicle without further reference to your insured or you.

Contact Person	Eric Lee	8269 9999
Email Address	teamautopl@gmail.com	
Survey Address	160 Sin Ming Dr, #02-12 Sin Ming AutoCity Singapore 575722	

Kindly send a copy of this letter to your insured for his/her acknowledgement.


Authorized Signatory