

GURDEEP SINGH SEKHON  
CHIA KOK SENG  
REY FOO JONG HAN  
GOH LAM CHUAN  
NAVINDER SINGH  
P. PADMAN  
DR. KWEH SOON HAN  
EMMANUEL-PREMNATH MAHESWARY  
HUE JIAPEI  
JAGA NAIDU  
TAN XIN ER  
LIM YUN HENG  
FARAH NAZURA BINTE ZAINUDIN  
PAUL AMAN SINGH SAMBHI  
LIM YU XUAN



*Celebrating 29 Years of  
Professional and Personalised  
Legal Service*

**CHINATOWN POINT OFFICE:**

133 New Bridge Road  
#17-03 Chinatown Point  
Singapore 059413  
Tel: 6538 3611  
Fax: 6538 3708

Website: <http://www.kscgp.com/>  
(Fax/Email not for service of court documents)  
Registered in Singapore with limited liability  
as a Limited Liability Partnership  
Registration Number T10LL1855L

Your Ref: <S2M03PY3>\_[TP REF:GX2326M ]  
Our Ref : **JP/SW/22/2763/KAW**  
Date : 28 December 2022

DID: 3152 0985  
Email: [jiapei@kscgp.com](mailto:jiapei@kscgp.com)

AXA Insurance Pte Ltd  
8 Shenton Way  
#24-01 AXA Tower  
Singapore 068811

By Email Only

Dear Sirs,

GL ONE-STOP SERVICE PTE LTD  
C/o 133 New Bridge Road, #17-03 Chinatown Point, Singapore 059413  
ACCIDENT INVOLVING GX 2326M AND **PC 2410G** ALONG JALAN BOON  
LAY ON 31.12.2021

We are instructed by the above named to claim damages against you / your authorised driver / your insured in connection with a road traffic accident on 31 December 2021 along Jalan Boon Lay, involving our client's motor vehicle bearing registration number GX 2326M and the motor vehicle registration number **PC 2410G**, which was driven / owned / insured by you at the material time.

We are instructed that the accident was caused by the negligent driving and/or management of the motor vehicle **PC 2410G**. As a result of the accident, our client's vehicle was damaged and our client has been put to loss and expenses, particulars of which are as follows;

(1)	Cost of repair	-	\$	8,000.00
(2)	Loss of use	-	\$	2,640.00
(3)	Survey fees	-	\$	671.00
(4)	LTA search fees	-	\$	10.00
(5)	TP insurer enquiry	-	\$	2.00
(6)	Incidentals	-	\$	100.00
(7)	Costs	-	\$	900.00
(8)	GST on items (6) & (7)	-	\$	70.00
		-	\$	<b>12,393.00</b>

MAIN OFFICE: PRIVATE PROPERTY CONVEYANCING  
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#09-18 HDB Hub  
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BRANCH: SHIPPING, ADMIRALTY & COMMERCIAL  
28 Seah Street  
#02-01  
Singapore 188384  
Tel: 6817 6235 Fax: 6252 0614

BRANCH: CORPORATE & LITIGATION  
39 Robinson Road  
#14-01 Robinson Point  
Singapore 068911  
Tel: 6817 8795 Fax: 6224 1612

A copy each of the supporting documents is enclosed.

<u>S/NO.</u>	<u>AVAILABLE DOCS</u>	<u>PARTICULARS</u>
<u>Plaintiff's Documents</u>		
1.	31.12.2021	GIA Statement / Traffic Police report
2.		<del>Video footage / CCTV / CD recording &amp; photos taken at the accident site</del>
3.		<del>Traffic police investigation results</del>
4.	20.12.2022	Repair bill / invoice / Excess Tax invoice
5.		<del>Rental bill / invoice and agreement / receipts</del>
6.	15.02.2022	Survey invoice and surveyor's report
7.	15.02.2022	<del>21</del> Original/ Copies of damage photographs
8.	03.01.2022 05.01.2022	Pre-repair Inspection Notice
9.		<del>Tax invoices and search results from General Insurance Association of Singapore (GIA) and Traffic Police search fees</del>
10.		<del>Photos taken at the accident site</del>
11.		<del>Witnesses Statutory Declaration</del>
12.		<del>Vehicle Entry Permit receipt / E-day license for off-peak vehicle</del>
13.		<del>Towing fees / receipt (Singapore / Malaysia)</del>
14.		<del>Client sold off vehicle and produce letter from LTA</del>
15.		<del>Spare Part Ordering Form</del>
16.		<del>Levy at Custom / receipts</del>
17.		<del>Enquire PARF / COE Rebate for Registered Vehicle</del>
18.		<del>Enquire Transfer fee</del>
19.		<del>Certificate of Insurance / Motor Cover Note / New Policy Schedule / Registration Card / Grant / Road Tax</del>
20.		<del>Estimate of repairs with agreement by surveyors</del>
<u>Defendant's Documents</u>		
21.		<del>GIA Statement / Traffic Police report and photos taken at the accident site</del>
22.	22.12.2022	<del>LTA search on PC 2410G / receipt / tax invoice</del>
23.		<del>RCB / ACRA search</del>
24.		<del>Admission Note</del>
25.		<del>Malaysia Vehicles Searches / service</del>
26.		<del>Enhanced Individual search / receipt</del>
27.		<del>Property tax search / receipt</del>
28.	03.01.2022	TP Insurer Enquiry
<u>Others</u>		
29.	Various	<del>Correspondences of diverse dates exchanged between the Plaintiff's solicitors with the Defendant and/or his insurer/appointed adjusters/solicitors.</del>

We have on 03 January 2022 and 05 January 2022 notified you / your insurer of the accident and a pre-repair inspection of our client's motor vehicle was carried out by the appointed surveyors.

Subject to our client's instructions, please confirm in writing within 7 days hereof if you / your insured wish to inspect our client's vehicle.

**Please note that you / your insurer should send to us an acknowledgement of receipt of this letter within 14 days of your receipt of this letter, failing which our client will have no alternative but to commence proceedings against you without further notice to you / your insurer. In this event, you / your insurer will be liable for any and all further legal costs incurred.**

Please also note that if you have a counterclaim against our client arising out of the accident, you are also required to send to us a letter giving full particulars of the counterclaim together with all relevant supporting documents within 8 weeks of your receipt of this letter, which we will then forward to our client and/or the insurers for consideration on a without prejudice basis.

For avoidance of doubt, kindly note that this claim is made without prejudice to our client's personal injury claim.

*In light of the COVID-19 outbreak, our staff members are working from home. Please expect delays in our replies during this time. We apologize for any inconvenience caused.*

Yours faithfully,

f. KSCGP

(Chinatown Point Office)

Enc.

Cc client