

**Xin Hua Workshop Pte Ltd**  
**Letter of Demand**

Our Ref: SKU 3741 J

18-Jan-2023

**China Taiping Insurance(S) Pte Ltd**  
3 Anson Road  
#16-00 Springleaf Tower  
Singapore 079909

Dear Sir/Mdm:


**ACCIDENT INVOLVING SKU3741J AND SJK5316E ON 31-DEC-2022 AT ALONG PAN  
ISLAND EXPRESSWAY**

**We are acting on behalf of the owner/driver to recover his vehicle damages and losses  
sustainer in the above accident from the third party driver/ or insurers.**

<u>Description</u>					<u>Amount</u>
Repair Costs					\$ 14,904.00
Loss of Rental	\$120.00	X	14	days	\$ 1,680.00
Loss Of Use	\$0.00	X	0	days	\$ -
Search Fees (LTA)					\$ 26.75
Surveyor fees					\$ -
Others Claim					\$ -
Amount					\$ 16,610.75

Please look into our client claims and let us hear from you shortly.

Thank you

  
Kerry Tan



Xin Hua Workshop Pte Ltd  
Tel : 8399 6267  
email : xinhuaworkshop@gmail.com



**Xin Hua Workshop Pte Ltd**  
23 Kaki Bukit Ave 4  
#04-01 (South Wing)  
Singapore 415933  
xinhuaworkshop@gmail.com  
GST Registration No. : 201838521G

## Profoma Invoice

### ADDRESS

China Taiping Insurance (S) Pte  
Ltd  
3 Anson Road #16-00  
Springleaf Tower  
079909

**PROFOMA INVOICE 387**

**NO.**

**DATE 18/01/2023**

DATE	DESCRIPTION	AMOUNT
	SKU 3741 J - Mitsubishi Lancer	13,800.00
	Date of Accident: 31/12/2022	
	Lump Sum Repair for Third Party Claim	
SUBTOTAL		13,800.00
GST TOTAL		1,104.00
TOTAL		<b>S\$14,904.00</b>

Accepted By

Accepted Date



Auto Star Automotive Pte Ltd  
23 Kaki Bukit Ave 4  
# 04-01  
Singapore 415933  
autostar.automotive@yahoo.com  
Company Registration No. 202029008Z



ADDRESS  
Tan Siong Chiow  
112 Aljunied Crescent,  
#12-132,  
Singapore 380112.

Invoice 1250

DATE 16/01/2023

DESCRIPTION	AMOUNT
SLV 4698 C - Honda Vezel Rental Period: 3/1/2023 - 16/1/2023 \$120 x 14 days (Replacement Vehicle: SKU 3741 J)	1,680.00

Cheque should be crossed and made to Auto Star Automotive Pte Ltd or E-transfer A/C: 601-304835-001 OCBC Bank.

TOTAL	S\$1,680.00
-------	-------------

Accepted By

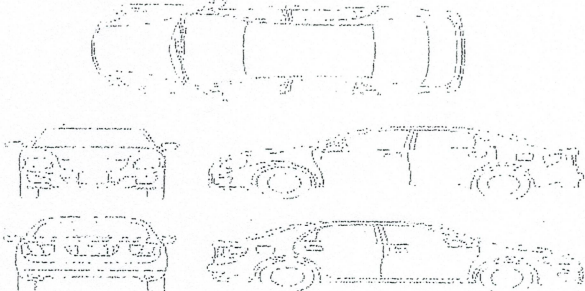


Accepted Date

We appreciate your business and look forward to serve you again soon.



ALL STAR

## VEHICLE RENTAL AGREEMENT


<b>HIRER'S PARTICULAR</b> Name: (as in I/C) <u>Tan Strong Chiew</u> NRIC / Passport No.: <u>S00146437</u> Address (Res): <u>112 Aljunied Crescent</u> <u>#12-132, SC 3802112</u> Name & Address of Employer: _____ Occupation: _____ Driving Exp: _____ D/L No: _____ D/L Type: Local / International Pass Date: _____ Date of Birth: _____ Tel / HP: _____ <b>ADDITIONAL DRIVER'S PARTICULARS</b> Name: (as in I/C) _____ NRIC / Passport No.: _____ D/L No: _____ D/L Type: Local / International Address (Res): _____ Tel / HP: _____ Refundable Deposit: _____ Cash/Nets/Cheque/Visa/MC Card No: _____ (A) - ACCIDENTS (D) - DENTS (S) - SCRATCHES <div style="text-align: center;">    </div> <b>ACCESSORIES CHECK</b> <input type="checkbox"/> Ashtray <input type="checkbox"/> Cig Lighter <input type="checkbox"/> S / Tyre <input type="checkbox"/> STD Tools <input type="checkbox"/> Jack <input type="checkbox"/> Hyb Caps <input type="checkbox"/> Radio / Cass <input type="checkbox"/> CD / Cartridges <input type="checkbox"/> S / RIM		Veh No: <u>SLV 4698C</u> Replace Veh No: <u>slu 37413</u> Mileage Out: _____ Mileage Out: _____ Make & Model: <u>Honda</u> Make & Model: _____ Auto / Manual: <u>verel</u> Auto / Manual: _____ OUT: Date: <u>03.01.2023</u> OUT: Date: _____ OUT: TIME: <u>1305</u> OUT: TIME: _____ <b>RENTAL CHARGES</b> Daily @ \$ _____ Weekly @ \$ _____ Monthly @ \$ _____ Hours @ \$ _____ Others @ \$ _____ CDW @ \$ _____ PAI @ \$ _____ Delivery Service _____ SUB - TOTAL \$ _____ <div style="text-align: center;">  </div> EXTENSION _____ Collection Service _____ Misc. _____ ESTIMATED TOTAL RENTAL \$ _____ Hirer is responsible for the first \$ _____ excess for collision/damage to first party. (i.e.) Auto Star Automotive Pte Ltd Vehicle (including windscreen) and also first \$ _____ excess for collision/damage to third party's vehicle for each and every accident/damage. Hirer's Signature: _____ Addition Driver's Signature: _____	
---	--	--	--

I/We agreed to the terms and conditions above, overleaf and that all information given are true & correct in all respect. My/Our driving license(s) is/are current and not disqualified from driving. You may charge all amount due on the rental to my/our credit card.

### \*IMPORTANT

1. ONLY PERSONS ABOVE 25 YEARS OF AGE WITH MORE THAN 2 YEARS DRIVING EXPERIENCE, AUTHORISED, LICENSED AND SIGNING THIS AGREEMENT MAY DRIVE THE VEHICLE.
2. VEHICLE IS STRICTLY FOR SINGAPORE USE ONLY AND MAY NOT BE DRIVEN OUT OF SINGAPORE WITHOUT PRIOR CONSENT OF THE COMPANY AUTO STAR AUTOMOTIVE PTE LTD.
3. IN THE EVENT OF AN ACCIDENT, THE HIRER OF AUTHORIZED DRIVER:
  - (i) shall report all accidents involving the said vehicle to the owner immediately;
  - (ii) shall take immediate steps to complete and sign Form MAR1 (Motor Accident Report Form) and do all others acts required in compliance with the 'NON-INJURY MOTOR ACCIDENT REPORTSCHEME' (the form will be made available when the accident is report to the owner);
  - (iii) shall report to the police within 24 hours from the occurrence, the following types of accidents:
    - (a) injury case
    - (b) non-injury case involving a Government vehicle, or damage to Government property.
    - (c) non-injury case involving a foreign vehicle (to obtain their motor insurance policy (Passport No./ Name of the driver, vehicle number, Log card and vehicle road tax information.
    - (d) non-injury case involving a pedestrian or cyclist.

**RETURN OF VEHICLE.** The Hirer/Driver is required to sign in the column "Signature of Hirer/Driver" tailing which the day and time inserted below shall be deemed to be the day and time the vehicle is returned to AUTO STAR AUTOMOTIVE 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.

DATE IN	TIME IN	MILEAGE	CHECKED BY	REMARKS	DEPOSIT REFUND	
<u>16/1/2023</u>	<u>10 am</u>					



HIRER:

TERMS & CONDITIONS

1. Hirer/ Named driver shall not use the vehicle for speeding, reckless driving, racing or any illegal activities. AUTO STAR AUTOMOTIVE PTE LTD reserves the rights to repossess the vehicle with additional SGD \$1,500/- compensation. Hirer shall be fully responsible for any damages and any other cost incurred as a result of such activities.
2. Hirer shall ensure the usage of vehicle is limited to Singapore only.
3. Should the vehicle be involved in any traffic offence during the rental period, the hirer agreed to be liable for and agree to pay all fines and any other amount government or semi government authority shall levy or impose.
4. Only the hirer or named driver is allowed to use the vehicle. In any circumstances that another driver apart from the hirer or named driver is found using the vehicle, the Owner reserves the rights to repossess the vehicle and Hirer is responsible for such cost incurred.
5. Should the Hirer meet with an accident or any loss or damage is caused to the Vehicle during the lease/ rental period, the Hirer must inform the Owner immediately. No repair is to be done without the Owner's approval. If ACCIDENT REPORT to the Insurance Company is required, the Hirer/ Named driver must assist us to lodge within 24 hours and assist us in the insurance claim pertaining to the accident.
6. The Hirer is responsible for the below Excess for loss or damage to vehicle or third party property for each and every accident during the period of rental.

Windscreen Excess: S\$ 100.00  
Own Damage Excess (Section 1): S\$ 2,000.00  
Third Party Excess (Section 2): S\$ 2,000.00  
Young and Inexperienced Driver: Additional S\$ 3,000.00  
(Below 26 yrs old and driving experience of 2 yrs and below)

7. Hirer is liable for any loss of, or any damage which include physical damage or any other general damages to the vehicle and its accessories during the rental period, the Hirer must make payment of such repair or replacement cost immediately.
8. The Hirer has to return the vehicle with the fuel at the same level as when collected the vehicle on 3/1 / 2023 (Date Out).
9. The Owner will not be responsible for any loss of or damage to personal belongings in the vehicle during rental period and after returning the vehicle.
10. Smoking, or transportation of pets is NOT allowed in the hired vehicle. Hirer is responsible for a penalty of S\$ 500.
11. The maintenance of the vehicle will be borne by AUTO STARS AUTOMOTIVE PTE LTD. If there is any problem to the vehicle or vehicle breakdown, Hirer/ Named Driver must report to the Owner immediately to seek advice or assistance.
12. During vehicle breakdown due to wear and tear or maintenance issue, the Owner shall within twenty-four (24) hours substitute with a similar replacement of the same or closest specifications & capacity. Replacement vehicle will be provided for any repair /maintenance / inspection of vehicle, which requires more than 4 hours. In the event whereby the Owner is unable to furnish a replacement vehicle, a rental rebate (based on prorated contract rate) will be credited to the Hirer for loss of vehicle usage during that period.
13. At any point of time, if the vehicle breakdown due to Hirer/ driver's negligence, tire puncture, empty petrol tank, loss of keys, keys locked in car or any other breakdown not due to vehicle maintenance or wear and tear, a nominal fee of S\$ 50 (Weekdays 8am to 8pm) and S\$ 100 (PH, Sat, Sun & Weekdays before 8am or after 8pm).
14. Should there be any breach of any of the above clauses, the Owner reserves the right to repossess the vehicle without any refund and Hire shall be liable to pay for the cost for the repossession.


Dated:

Signature of the Hirer



Name:

Auto Star Automotive Pte Ltd (the Owner)

  
Name: \_\_\_\_\_  
Designation: \_\_\_\_\_



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

Print Date/Time : 03 Jan 2023 / 14:02:34  
Receipt Date/Time : 03 Jan 2023 / 14:02:33

### Tax Invoice/Receipt

Receipt No. : ITNET-00000-230103-002158

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 - SJK5316E			
	As at 31 Dec 2022/21:35:00			
	Insurance Co: CHINA TAIPING INSURANCE (SINGAPORE) PTE LTD			
1	Insurance Enquiry - SJK5316E			
	Enquiry Fee	24.77	1.98	26.75
	20230103140132537162			
	<b>Sub-Total</b>	24.77	1.98	26.75
	<b>Total Before Rounding</b>	24.77	1.98	26.75
	<b>Rounding Difference</b>			0.00
	<b>Total Amount Payable</b>			26.75
	Paid By			
	421808XXXXXX8786	eNETS Credit Card		26.75
	Total			26.75
	Cash Change			0.00
	Tendered Amount			26.75
	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.



XIN HUA WORKSHOP PTE LTD  
REG: 201838521G



LETTER OF AUTHORIZATION

Accident involving my vehicle SKU3741J & SJK 5316E on 31/10/2022 at along Pan Island Expressway

I/We, Tan Siong Chiew, owner of vehicle no. SKU3741J hereby authorize XIN HUA WORKSHOP PTE LTD to proceed with the repair for my vehicle SKU3741J which was damaged in the above accident.

I/We further authorize XIN HUA WORKSHOP PTE LTD to claim against the driver and/or the owner of the other vehicle(s) involved in the said accident for the repair cost and the loss of use/rental, and etc of my vehicle on my behalf and for the own benefit.

You are further authorized to appoint your solicitor and give instruction in my name for the purpose of seeking recovery of the said cost of repairs and the loss of use/rental, and etc.

I further authorize you and/or your representative(s) to sign all and any documents including but not limited to Release Forms and Discharge Vouchers, so as to effect settlement of the repair costs, loss of use/rental and etc, as well as legal fee and all disbursements related thereof.

I hereby undertake to co-operate with you and render you all the assistance (including the re-inspection of my vehicle an being a witness at trial) that may be necessary for you to recover the cost of repairs and the loss of use of my vehicle against any party.

A handwritten signature in blue ink, appearing to be 'Tan Siong Chiew', is written over a horizontal line.

Owner Signature / Company Stamp / Date

Name : Tan Siong Chiew  
NRIC : S00146431  
HP Tel : 9128 6668  
Address : 112 Aljunied Crescent  
#12-132,  
S(380113)



XIN HUA WORKSHOP PTE LTD  
REG: 201838521G



Warrant To Act

In the matter of an accident involving motor vehicles SKU3741J and SJK 5316 E  
on 31/10/2022 at along Pan Island Expressway

I/We, Tan Siang Chuan (NRIC) S00146437  
of 112 Aljunied Crescent, #12-132, SC3801121

hereby appoint and instruct XIN HUA WORKSHOP PTE LTD to act for and on my/our behalf in respect of the above matter, including,

- (a) to claim for my cost of repairs/ loss of use/ cost of rental and all costs properly incurred in respect of these claim;
- (b) to negotiate, settle or litigate the claim and to receive all monies of claim on my/our behalf;
- (c) to pay to yourselves all monies and party and party costs you may at any time receive from the third parties in connection with the above matter;
- (d) to release all monies or proceeds of settlement monies received by you (after deducting your legal costs) to my repairs XIN HUA WORKSHOP PTE LTD in settlement of my outstanding bill/ account with them.

A handwritten signature in blue ink, appearing to be "Tan Siang Chuan".

Owner Signature / Company Stamp / Date