

Shiau Chan (LKKAuto)

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**From:** Shiau Chan (LKKAuto)  
**Sent:** Thursday, 9 March 2023 3:32 PM  
**To:** Woon Meng; SUR; assignments  
**Subject:** RE: GBG81E (OD Claim) || DOA: 20/02/2023 & SMG1817M (OD Claim) || DOA: 04/03/2023

Dear Sir/Madam,

As instructed by our client, please proceed to repair the insured vehicle **SMG 1817M at repair cost on Lump Sum basis (Excess \$0/-)**.

If there are any check items or supplementary items please inform our office’s Assignment Team at Tel: 6741 8434 to arrange our surveyor for inspection.

All supplementary items and unconfirm items are subjected to further approval from insurance company before completion of the repair.

\*Our client reserve their rights **not to pay** if there is no valid approval obtained before repair.

Best Regards,

**Shiau Chan (Ms)** | Case Handler  
**LKK Auto Consultants Pte Ltd**  
Phone: 6256-3561 | email: [siewsc@lkkauto.com](mailto:siewsc@lkkauto.com) | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Meng Yan (LKK Auto) <mengyan@lkkauto.com>  
**Sent:** Thursday, March 9, 2023 10:10 AM  
**To:** Woon Meng <woonmeng@singnet.com.sg>; SUR <sur@lkkauto.com>; assignments <assignments@lkkauto.com>  
**Subject:** RE: GBG81E (OD Claim) || DOA: 20/02/2023 & SMG1817M (OD Claim) || DOA: 04/03/2023

Dear Woon Meng,

Thank you for the email.

Dear Sur,

Kindly assist. CS/EGI23002395/Rqy3

Thank you.

Best Regards,  
**Yan** | Admin  
**LKK Auto Consultants Pte Ltd**  
Phone: 6741-8434 | email: [assignments@lkkauto.com](mailto:assignments@lkkauto.com) | fax: 6256-4315  
Blk 51, Paya Ubi Industrial Park, Ubi Avenue 1, #02-25 | S(408933)

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**From:** Woon Meng <[woonmeng@singnet.com.sg](mailto:woonmeng@singnet.com.sg)>  
**Sent:** Thursday, 9 March 2023 9:39 AM  
**To:** CS A Team <[cs-a@lkkauto.com](mailto:cs-a@lkkauto.com)>; Admin A <[admin-a@lkkauto.com](mailto:admin-a@lkkauto.com)>; admin-d <[admin-d@lkkauto.com](mailto:admin-d@lkkauto.com)>  
**Subject:** GBG81E (OD Claim) || DOA: 20/02/2023 & SMG1817M (OD Claim) || DOA: 04/03/2023

Dear Sirs/Madam,

We refer to the matter below for your kind attention.

Kindly assist to advise if these OD claims have been authorised.

We look forward to hearing from you soonest.

Thank you & Warmest Regards,

**Woon Meng Motor Pte Ltd**  
50, Bukit Batok Street 23  
#01-06 Midview Building, Singapore (659578)  
Tel : 63161131 / 63161151 || Fax : 63167050