

INS. CASE OWNER:

CD/III24070096/Kua3

IDAC:

**ASSIGNMENT**

Surveyor: \_\_\_\_\_

DOI: \_\_\_\_\_

Date / Time : \_\_\_\_\_

Registered in Merimen: \_\_\_\_\_

**Pre-assign / CCU / FTE**

Insured Vehicle No. : \_\_\_\_\_

Claim No. : \_\_\_\_\_

Name of Insured : \_\_\_\_\_

Policy No. : \_\_\_\_\_

Insured Tel No. : \_\_\_\_\_ HP: \_\_\_\_\_

Make / Model : \_\_\_\_\_

Excess Sec II :S\$ \_\_\_\_\_ D.O.A : \_\_\_\_\_

Place of Accident : \_\_\_\_\_

Is driver the owner? ( YES / NO ) Nature of Accident : \_\_\_\_\_

If NO, Driver Name / Age :

OI GIA REPORT: YES / NO ; TP GIA REPORT: YES / NO

Driver Tel No. : \_\_\_\_\_ (V/L: YES / NO )

Insured Liability : % **Final ? Yes / No**INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                   |                                   |                                               | STAGE                                                     | DATE / PIC                    |
|----------------------------------------------|-----------------------------------|-----------------------------------------------|-----------------------------------------------------------|-------------------------------|
|                                              |                                   |                                               | Non-Reporting ltr (1st):                                  |                               |
|                                              |                                   |                                               | Non-Reporting ltr (2nd):                                  |                               |
|                                              |                                   |                                               | Non-Reporting ltr (Final):                                |                               |
|                                              |                                   |                                               | Notification ltr (if non-pickup):                         |                               |
|                                              |                                   |                                               | Call OI:                                                  |                               |
|                                              |                                   |                                               | After call ltr to OI:                                     |                               |
|                                              |                                   |                                               | <b>Documentation Check List:</b>                          | <b>Handler</b>                |
|                                              |                                   |                                               | Notification ltr (if non-pickup)                          | <input type="checkbox"/>      |
|                                              |                                   |                                               | After call ltr to OI:                                     | <input type="checkbox"/>      |
|                                              |                                   |                                               | Authorisation To Act:                                     | <input type="checkbox"/>      |
|                                              |                                   |                                               | Release Voucher:                                          | <input type="checkbox"/>      |
|                                              |                                   |                                               | Final Repair Bill:                                        | <input type="checkbox"/>      |
|                                              |                                   |                                               | Car Rental Invoice:                                       | <input type="checkbox"/>      |
|                                              |                                   |                                               | Towing Invoice                                            | <input type="checkbox"/>      |
|                                              |                                   |                                               | LTA / GIA :                                               | <input type="checkbox"/>      |
|                                              |                                   |                                               | Medical Bill:                                             | <input type="checkbox"/>      |
|                                              |                                   |                                               | PIR:                                                      | <input type="checkbox"/>      |
|                                              |                                   |                                               | Mandate/Reject Instruction:                               | <input type="checkbox"/>      |
|                                              |                                   |                                               | LOD                                                       | <input type="checkbox"/>      |
|                                              |                                   |                                               | Payment Breakdown Form:                                   | <input type="checkbox"/>      |
|                                              |                                   |                                               | Post-Repair Photos:                                       | <input type="checkbox"/>      |
|                                              |                                   |                                               | Others:                                                   | <input type="checkbox"/>      |
| <b>PRELIMINARY ADVICE</b>                    | Date/Time:                        | Sent By:                                      |                                                           |                               |
| <b>FINALIZATION</b>                          | Date/Time:                        | Confirm with:                                 | Confirm by:                                               |                               |
| Repair Cost: <b>L/S</b>                      | S\$ <b>5,050.00</b>               | ( <b>5</b> days) Reduction: <b>27</b> %       | Email <input type="checkbox"/>                            | Call <input type="checkbox"/> |
| <b>FINAL SETTLEMENT</b>                      | Date/Time: <b>22/8/24</b>         | Confirm with <b>KENNY</b>                     | Email <input checked="" type="checkbox"/>                 | Call <input type="checkbox"/> |
| Final Liability:                             | % <b>100</b>                      | (Agreed / Assessed) BOLA S/N No. : <b>NIL</b> | If NO or B 28, Ass. Lia :                                 |                               |
| Repair Cost: <b>9%GST</b>                    | S\$ <b>5,504.50</b>               |                                               |                                                           |                               |
| Loss of Rental (LOR):                        | S\$ <b>700.00</b>                 | ( <b>7</b> days) x \$100.00                   |                                                           |                               |
| Loss of Use (LOU):                           | S\$                               | (\$ x days)                                   |                                                           |                               |
| Loss of Income (LOI):                        | S\$                               | (\$ x days)                                   |                                                           |                               |
| LOR only <input checked="" type="checkbox"/> | LOU only <input type="checkbox"/> | LOR + LOU <input type="checkbox"/>            | LOR + LOI <input type="checkbox"/> [Tick only one]        |                               |
| GIA/LTA Search                               | S\$ <b>27.25</b>                  |                                               |                                                           |                               |
| Medical:                                     | S\$                               |                                               |                                                           |                               |
| Disbursement:                                | S\$                               | (e.g. Tow/ Independent )                      | 1) Claim status: Normal/ <del>Reject/Private Settle</del> |                               |
| Legal Cost                                   | S\$                               |                                               | 2) Report Format: <b>TP</b>                               |                               |
| <b>Total:</b>                                | S\$ <b>6,231.75</b>               | <b>Global Sum S\$:</b>                        | 3) Survey fee: <b>\$ 400.00</b>                           |                               |
| <b>FINAL PAYMENT</b>                         | Date/Time:                        | Confirm with:                                 | Email <input type="checkbox"/>                            | Call <input type="checkbox"/> |
| Payee 1:                                     | S\$ <b>6,231.75</b>               | Name 1:                                       | <b>ALAN'S UNITED AUTO PTE LTD</b>                         |                               |
| Payee 2: (Strike if N.A.)                    | S\$                               | Name 2:                                       |                                                           |                               |
| Payee 3: (Strike if N.A.)                    | S\$                               | Name 3:                                       |                                                           |                               |