15/5/2010

INS. CASE OWNER: Bernie | CC 3 / AIG1702 2357 / KIha3 | LKK: IDAC:

ASSIGNMENT

Surveyor: KALVIN DOI: 22/11/17 Date / Time: 22/11/17

Registered in Merimen: 23/11/17

Pre-assign / CCU / FTE

Insured Vehicle No. : SKL 5447T Claim No. : 71642087415G

Name of Insured : KWAN MILDRED ELEANOR Policy No. : 2100460201

Insured Tel No. : HP: Make / Model :

Excess Sec II :S$ D.O.A : 21/11/17 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**

SHA 2416 X →

INSRS: WSP: COSE (Clayang) Tel : Liability : RMKS:

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Date/ Time	
	SHA 2416 X7 - CS/FCI1601660/R1gh3g2 DOA: 23/08/16 - CS/MSG1601626/M1gh3g2 DOA: 23/08/16 - CS/TMI1300732G/HWN DOA: 19/04/13
	SKL 5447T - X
27/11/17 (V/L)	* OI NR - SEND FIRST LETTER TO OI.
	- FINALISED.
	97800171
4/1/18 @ 12.10 pm -	Spoke to Mdm KWAN Eleanor, aware of the accident and have already make a report @ reporting centre - OI
29/1/18 @ 14.26hrs:	still no GIA report in yet.
	- OI GIA REPORT IN.
	- ORIGINAL TP LOD IN.
19/04/18 @ 1PM	- CALL OID. NO RESPONSE. MSG REVIEWED. OID REAR-ENDED TP. SEND LETTER VIA EMAIL TO OI.
	- SPOKE TO OI. CONFIRMED ACCIDENT DETAILS W OID REAR-ENDED TP. INFORMED TP CLAIM, AGREED TO SETTLE. SEND 1ST OFFER.
	- TP ACCEPTED OFFER. ALL DOCS IN ORDER.

STAGE	DATE / PIC
Non-Reporting ltr (1st):	
Non-Reporting ltr (2nd):	
Non-Reporting ltr (Final):	
Notification ltr (if non-pickup):	
Call OI:	4/1/18 > 8th Hangs
After call ltr to OI:	19/04/18 - JLC

Documentation Check List:	Handler	Typist
Notification ltr (if non-pickup)		
After call ltr to OI:	✓	
Authorisation To Act:	✓	
Release Voucher:	✓	
Final Repair Bill:	✓	
Car Rental Invoice:	✓	
Towing Invoice		
LTA / GIA :	✓	
Medical Bill:		
PIR:		
Mandate/Reject Instruction:		
LOD	✓	
Payment Breakdown Form:		
Post-Repair Photos:		
Others:		

PRELIMINARY ADVICE Date/Time: Sent By:

FINALIZATION Date/Time: Confirm with: Confirm by:

Repair Cost: P/P S$ 1,174.90 (2 days) Reduction: 50 % Email ☐ Call ☐

FINAL SETTLEMENT Date/Time: 19/04/18 Confirm with CECILIA Email ✓ Call ☐

Final Liability:	% 100 (Agreed / Assessed)	BOLA S/N No. : 17	If NO or B 28, Ass. Lia : COID REAR-ENDED TP
Repair Cost: (W/GST)	S$ 1,257.14		
Loss of Rental (LOR):	S$ 188.10 (1.5 days)	X $125.40	
Loss of Use (LOU):	S$ 75.00 ($50 x 1.5 days)		
Loss of Income (LOI):	S$ — ($ x days)		
LOR only ☐ LOU only ☐	LOR + LOU ☐	LOR + LOI ✓ [Tick only one]	
GIA/LTA Search	S$ 5.35		
Medical:	S$ —		1) Claim status: Normal/Reject/Private Settle
Disbursement:	S$ —	(e.g. Tow/ Independent)	2) Report Format:
Legal Cost	S$ —		3) Survey fee: $320.00
Total:	S$ 1,525.59	**Global Sum S$:** 1,520.00	

FINAL PAYMENT Date/Time: Confirm with: Email ☐ Call ☐

Payee 1:	S$ 1,520.00	Name 1:	COMFORTDELGRO ENGINEERING PTE LTD
Payee 2: (Strike if N.A.)	S$ —	Name 2:	—
Payee 3: (Strike if N.A.)	S$ —	Name 3:	—