

15/5/2018

INS. CASE OWNER:

Janet

CC 4 / EQ18005365 / 1/53

LKK:

IDAC:

Surveyor:

Bryan

DOI:

ASSIGNMENT

26/03/18

Date / Time:

22/03/18

Registered in Merimen:

Pre-assign / CCU / FTE



Insured Vehicle No. : GSD 2490K

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II : \$ \$ D.O.A : 19/03/18

Place of Accident : _____

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

If NO. Driver Name / Age :

Driver Tel No. :

(V/L: YES / NO)

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

Insured Liability : % Final ? Yes / No

RN 8784B

INSRS:
WSP: Volkswagen
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:

Date/ Time	STAGE	DATE / PIC
SJN 8784B - X ; GSD 2490K - X	Non-Reporting ltr (1st):	
	Non-Reporting ltr (2nd):	
	Non-Reporting ltr (Final):	
	Notification ltr (if non-pickup):	
	Call OI:	
	After call ltr to OI:	
	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: 22/03/18 Sent By: Shirley Hews		
FINALIZATION Date/Time: Confirm with: Confirm by:		
Repair Cost: \$ \$	(days) Reduction: %	Email ☐ Call ☐
FINAL SETTLEMENT Date/Time: Confirm with: Email ☐ Call ☐		
Final Liability: %	(Agreed / Assessed) BOLA S/N No. :	If NO or B 28, Ass. Lia :
Repair Cost: \$ \$		
Loss of Rental (LOR): \$ \$	(days)	
Loss of Use (LOU): \$ \$	(\$ x days)	
Loss of Income (LOI): \$ \$	(\$ x days)	
LOR only ☐ LOU only ☐ LOR + LOU ☐ LOR + LO ☐ [Tick only one]		
GIA/LTA Search	\$ \$	
Medical:	\$ \$	
Disbursement:	\$ \$ (e.g. Tow/ Independent)	
Legal Cost	\$ \$	
Total: \$ \$	Global Sum \$ \$:	
FINAL PAYMENT Date/Time: Confirm with: Email ☐ Call ☐		
Payee 1:	\$ \$ Name 1:	
Payee 2: (Strike if N.A.)	\$ \$ Name 2:	
Payee 3: (Strike if N.A.)	\$ \$ Name 3:	

