

INS. CASE OWNER:

CC 3 / CTI1800 *air, 11/11/10*

LKK:

IDAC:

Surveyor:

*kalwin*

DOI:

ASSIGNMENT*mlt*

Date / Time :

*mlt*

Registered in Merimen:

Pre-assign / CCU / FTE



Insured Vehicle No. :

*SLS 11094*

Claim No. :

Name of Insured :

Policy No. :

Insured Tel No. :

HP:

Make / Model :

Excess Sec II :S\$

D.O.A :

*no m/18*

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

*SHD 67082*

INSRS:

WSP:

Tel :

Liability :

RMKS:

*cbbe  
wg*

INSRS:

WSP:

Tel :

Liability :

RMKS:



INSRS:

WSP:

Tel :

Liability :

RMKS:



INSRS:

WSP:

Tel :

Liability :

RMKS:

| Date/ Time                                                                                                                                |                  | STAGE                              | DATE / PIC                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------|----------------------------------------------------------------|
|                                                                                                                                           | <i>SHD 67082</i> | Non-Reporting ltr (1st):           |                                                                |
|                                                                                                                                           | <i>SLS 11094</i> | 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> <b>Typist</b>                                   |
|                                                                                                                                           |                  | Notification ltr (if non-pickup)   | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | After call ltr to OI:              | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Authorisation To Act:              | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Release Voucher:                   | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Final Repair Bill:                 | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Car Rental Invoice:                | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Towing Invoice:                    | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | LTA / GIA :                        | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Medical Bill:                      | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | PIR:                               | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Mandate/Reject Instruction:        | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | LOD                                | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Payment Breakdown Form:            | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Post-Repair Photos:                | <input type="checkbox"/> <input type="checkbox"/>              |
|                                                                                                                                           |                  | Others:                            | <input type="checkbox"/> <input type="checkbox"/>              |
| <b>PRELIMINARY ADVICE</b>                                                                                                                 | Date/Time:       | Sent By:                           |                                                                |
| <b>FINALIZATION</b>                                                                                                                       | Date/Time:       | Confirm with:                      | Confirm by:                                                    |
| Repair Cost:                                                                                                                              | S\$              | ( days) Reduction:                 | % Email <input type="checkbox"/> Call <input type="checkbox"/> |
| <b>FINAL SETTLEMENT</b>                                                                                                                   | Date/Time:       | Confirm with                       | Email <input type="checkbox"/> Call <input type="checkbox"/>   |
| Final Liability:                                                                                                                          | %                | (Agreed / Assessed) BOLA S/N No. : | If NO or B 28, Ass. Lia :                                      |
| Repair Cost:                                                                                                                              | S\$              |                                    |                                                                |
| Loss of Rental (LOR):                                                                                                                     | S\$              | ( days)                            |                                                                |
| Loss of Use (LOU):                                                                                                                        | S\$              | (\$ x days)                        |                                                                |
| Loss of Income (LOI):                                                                                                                     | S\$              | (\$ x days)                        |                                                                |
| LOR only <input type="checkbox"/> LOU only <input type="checkbox"/> LOR + LOU <input type="checkbox"/> LOR + LOI <input type="checkbox"/> |                  | [Tick only one]                    |                                                                |
| GIA/LTA Search                                                                                                                            | S\$              |                                    |                                                                |
| Medical:                                                                                                                                  | S\$              |                                    | 1) Claim status: Normal/Reject/Private Settle                  |
| Disbursement:                                                                                                                             | S\$              | (e.g. Tow/ Independent )           | 2) Report Format:                                              |
| Legal Cost                                                                                                                                | S\$              |                                    | 3) Survey fee:                                                 |
| <b>Total:</b>                                                                                                                             | <b>S\$</b>       | <b>Global Sum S\$:</b>             |                                                                |
| <b>FINAL PAYMENT</b>                                                                                                                      | Date/Time:       | Confirm with:                      | Email <input type="checkbox"/> Call <input type="checkbox"/>   |
| Payee 1:                                                                                                                                  | S\$              | Name 1:                            |                                                                |
| Payee 2: (Strike if N.A.)                                                                                                                 | S\$              | Name 2:                            |                                                                |
| Payee 3: (Strike if N.A.)                                                                                                                 | S\$              | Name 3:                            |                                                                |



### Workshops

member of COMFORTDELGRO

Date/Time: 30.05.2018 17:22 Page : 1

Team: ARC Repair TP(CLSO)1

**JOB CARD** Sales Order:

JC NO305166431

|                                |                            |                   |                       |
|--------------------------------|----------------------------|-------------------|-----------------------|
| CUSTOMER                       |                            | REGN NO:          | MILEAGE               |
| COMFORT TRANSPORTATION PTE LTD |                            | SHD6708L          |                       |
| AS                             | 7010045                    | MAKE:             | FUEL                  |
| CUSTOMER NO                    |                            | HYUNDAI           | E.....1/2.....F       |
| ADDRESS                        | 383 SIN MING DRIVE         | MODEL             | DATE/TIME IN          |
|                                | Singapore SINGAPORE 575717 | I-40              | 30.05.2018 11:30      |
|                                | 65508755                   | YR OF MANU        | TARGET DATE           |
| (R)                            |                            | 09.04.2015        |                       |
| (P)                            |                            | CHASSIS CODE      | COMPLETION DATE/TIME: |
|                                |                            | KMHLB41UMFU067971 |                       |

### JOB DESCRIPTION

Accident Date: 30.05.2018  
ATURE: 3P 30.06.2018

/NO LABOR CODE DESCRIPTION

CKED & PASSED OUT BY:

SERVICE ADVISOR

CUSTOMER'S SIGNATURE

nowledgement Slip

Exit Pass

No.: SHD6708L LIKE

Vehicle No.: SHD6708L

of Service Advisor

Signature/Date

Name of Service Advisor

Date

returned to Service Reception upon collection

To be kept by Security Guard