

Date/ Time	CC6/AIG18016323/Uka3		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:	
			Documentation Check List:	Handler      Typist
			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:      Confirm by:				
<b>FINALIZATION</b> Date/Time:      Confirm with:      Confirm by:				
Repair Cost:	L/S	S\$ 1,600.00	( 3 days) Reduction: 2,035.77/56 %	Email <input type="checkbox"/> Call <input type="checkbox"/>
<b>FINAL SETTLEMENT</b> Date/Time: 27/11/2020 Confirm with PATRICIA Email <input checked="" type="checkbox"/> Call <input type="checkbox"/>				
Final Liability:	100 %	80	(Agreed / Assessed) BOLA S/N No. : NIL	If NO or B 28, Ass. Lia :
Repair Cost:	\$1712	S\$ 1,369.60		AIG DURING MEETING: 80% (SAB)
Loss of Rental (LOR):	278.20	S\$ 222.56	( 2 days) X \$130 (W/GST)	
Loss of Use (LOU):	120	S\$ 96	(\$ 120 x 1 days)	
Loss of Income (LOI):		S\$	(\$ x days)	
LOR only <input type="checkbox"/>	LOU only <input type="checkbox"/>	LOR + LOU <input checked="" type="checkbox"/>	LOR + LOI <input type="checkbox"/> [Tick only one]	
GIA/LTA Search		S\$		
Medical:		S\$		
Disbursement:		S\$	(e.g. Tow/ Independent )	1) Claim status: Normal/Reject/Private Settle
Legal Cost		S\$		2) Report Format: TP
				3) Survey fee: \$320
<b>Total:</b>	2,110.20	S\$ 1,688.16	Global Sum S\$: 1,680.00	
<b>FINAL PAYMENT</b> Date/Time:      Confirm with:      Email <input type="checkbox"/> Call <input type="checkbox"/>				
Payee 1:	S\$ 1,680.00	Name 1:	TAN LIM MOTOR PTE LTD	
Payee 2: (Strike if N.A.)	S\$	Name 2:		
Payee 3: (Strike if N.A.)	S\$	Name 3:		