

15/5/2010

INS. CASE OWNER:

CC 4 /AIG1901

LKK:

IDAC:

Surveyor:

DOI:

Date / Time :

Registered in Merimen:

Pre-assign / CCU / FTE



Insured Vehicle No. :

Name of Insured :

Insured Tel No. :

Excess Sec II :\$

Is driver the owner?

( YES / NO )

Nature of Accident :

If NO, Driver Name / Age :

Driver Tel No. :

(V/L: YES / NO )

Claim No. :

Policy No. :

Make / Model :

Place of Accident :

OI GIA REPORT: YES / NO ; TP GIA REPORT: 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:                    |                                                              |
|                                                                                                                                          | Documentation Check List: Handler Typist |                                                              |
|                                                                                                                                          | 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: \$                                                                                                                          | ( 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: \$                                                                                                                          |                                          |                                                              |
| Loss of Rental (LOR): \$                                                                                                                 | ( days)                                  |                                                              |
| Loss of Use (LOU): \$                                                                                                                    | ( \$ x days)                             |                                                              |
| Loss of Income (LOI): \$                                                                                                                 | ( \$ x days)                             |                                                              |
| LOR only <input type="checkbox"/> LOU only <input type="checkbox"/> LOR + LOU <input type="checkbox"/> LOR + LO <input type="checkbox"/> | [Tick only one]                          |                                                              |
| GIA/LTA Search                                                                                                                           | \$                                       |                                                              |
| Medical:                                                                                                                                 | \$                                       |                                                              |
| Disbursement:                                                                                                                            | \$ (e.g. Tow/ Independent )              |                                                              |
| Legal Cost                                                                                                                               | \$                                       |                                                              |
| Total: \$                                                                                                                                | Global Sum \$:                           |                                                              |
| <b>FINAL PAYMENT</b> Date/Time: Confirm with: Email <input type="checkbox"/> Call <input type="checkbox"/>                               |                                          |                                                              |
| Payee 1:                                                                                                                                 | \$                                       | Name 1:                                                      |
| Payee 2: (Strike if N.A.)                                                                                                                | \$                                       | Name 2:                                                      |
| Payee 3: (Strike if N.A.)                                                                                                                | \$                                       | Name 3:                                                      |

