

INS. CASE OWNER:

CC 4 /AIG190

LKK:
IDAC:

Surveyor:

DOI:

ASSIGNMENT

Date / Time:

Registered in Merimen:

Pre-assign / CCU / FTE



Insured Vehicle No. : SKK 4641K

Claim No. : 3000603109SG

Name of Insured : TAN TZE KAI

Policy No. :

Insured Tel No. : HP:

Make / Model :

Excess Sec II :S\$

D.O.A : 2/12/19

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

GDD 22919

INSRS:
WSP: hung
Tel: HOE
Liability:
RMKS:INSRS:
WSP:
Tel:
Liability:
RMKS:INSRS:
WSP:
Tel:
Liability:
RMKS:INSRS:
WSP:
Tel:
Liability:
RMKS:

Date/Time	STAGE	DATE/PIC
16/12/19	FILE REVIEWED. OI OPENED BOOK. LETTER SEND OUT EMAIL CLOSURE CLARTE FINALISED ORIGINAL TP LOD IN	16.12.19
20/02/2020	TYPE REPORT FOR MANDATE APPROVAL REPORT DONE	
03/03/2020	SEND MANDATE APPROVAL TO AIG REQUESTED TO VIDEO FOOTAGE	
21/08/2020	settled & closed (file in drawer).	

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:	Confirm with:	Confirm by:
FINALIZATION	Date/Time:	Confirm with:	Confirm by:	Email ☐ Call ☐
Repair Cost: US	S\$ 5,950.00	(7 days) Reduction: 35 %	Email ☒ Call ☐	
FINAL SETTLEMENT	Date/Time: 20/08/2020	Confirm with: JUNE	Email ☐ Call ☐	
Final Liability:	% 100	(Agreed / Assessed) BOLA S/N No. : 36	If NO or B 28, Ass. Lia :	
Repair Cost: (W/GOR)	S\$ 6,366.50	OI OPEN DOOR HIT P -		
Loss of Rental (LOR):	S\$ -	(days)		
Loss of Use (LOU):	S\$ 640.00	560 x 9 days		
Loss of Income (LOI):	S\$ -	(\$ x days)		
LOR only ☐ LOU only ☒	LOR + LOU ☐ LOR + LO ☐	[Tick only one]		
GIA/LTA Search	S\$ 8.00			
Medical:	S\$ -			
Disbursement:	S\$ -	(e.g. Tow/ Independent)		
Legal Cost	S\$ -			
Total:	S\$ 6,414.50	Global Sum S\$: 6,400.00	Email ☐ Call ☐	
FINAL PAYMENT	Date/Time:	Confirm with:	Email ☐ Call ☐	
Payee 1:	S\$ 6,400.00	Name 1: CHENG HOE MOTOR PTE LTD		
Payee 2: (Strike if N.A.)	S\$ -	Name 2: -		
Payee 3: (Strike if N.A.)	S\$ -	Name 3: -		