

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time: _____

Registered in Merimen: _____

Pre-assign / CCU / FTE



Insured Vehicle No. : SH0 3114 n.

Claim No. : _____

Name of Insured : LTR

Policy No. : MIDW2004

Insured Tel No. : _____

HP: _____

Make / Model : MYW2004

Excess Sec II : S\$

D.O.A : 6/12/04

Place of Accident : BY SINGAPORE ST

Is driver the owner? (YES / NO)

Nature of Accident : _____

If NO, Driver Name / Age : KEVIN GUYONG KEVIN

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

Driver Tel No. : _____

(V/L: YES / NO)

Insured Liability : % Final ? Yes / No

67 212A



INSRS:

WSP: GUY

Tel: BR

Liability: AL

RMKS:



INSRS:

WSP:

Tel:

Liability:

RMKS:



INSRS:

WSP:

Tel:

Liability:

RMKS:



INSRS:

WSP:

Tel:

Liability:

RMKS:

Date/ Time		STAGE	DATE / PIC
	67 212A	Non-Reporting ltr (1st):	
	SH0 3114 n	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:	
20/12	Reg. AVF from OI & TP.		
19/12	OI AVF in pending labour approval		
19/12	50/50 email send TP		
26/08/2020	10 DAYS NOTICE EMAIL TO TP		
08/09/2020	NO SURVEY DONE, MR YEW TO SIGN. CANCEL CASE		

PRELIMINARY ADVICE		Date/Time:	Sent By:
FINALIZATION		Date/Time:	Confirm with:
Repair Cost:	S\$	(days) Reduction:	Confirm by:
FINAL SETTLEMENT		Date/Time:	Confirm with:
Final Liability:	%	(/ Assessed) BOLA S/N No. :	Email ☐ Call ☐
Repair Cost:	S\$	(days)	Email ☐ Call ☐
Loss of Rental (LOR):	S\$	(days)	
Loss of Use (LOU):	S\$	(\$ x)	
Loss of Income (LOI):	S\$	(\$ x)	
LOR only ☐ LOU only ☐ LOR + LOU ☐	[Tick only one]		
GIA/LTA Search	S\$		
Medical:	S\$	(e.g. independent)	
Disbursement:	S\$		
Legal Cost	S\$		
Total:	S\$	Global Sum S\$:	
FINAL PAYMENT		Date/Time:	Confirm with:
Payee 1:	S\$	Name 1:	
Payee 2: (Strike if N.A.)	S\$	Name 2:	
Payee 3: (Strike if N.A.)	S\$	Name 3:	