

INS. CASE OWNER:

00 /AIG1001

ASSIGNMENT

Surveyor:

DOI:

Date / Time :

Registered in Meriment:

Pre-assign / CCU / FTE



Insured Vehicle No. :

Name of Insured :

Insured Tel No. : HP:

Excess Sec II :S\$ D.O.A :

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 / P
	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 Typi	
	Notification ltr (if non-pickup)	☐
	After call ltr to OI:	☐
	Authorisation To Act:	☐
	Release Voucher:	☐
	Final Repair Bill:	☐
	Car Rental Invoice:	☐
	Towing Invoice:	☐
	ITA / GIA :	☐
	Medical Bill:	☐
	PIR:	☐
	Mandate/Reject Instruction:	☐
	LOD	☐
	Payment Breakdown Form:	☐
	Post-Repair Photos:	☐
	Others:	☐

21/9/2020
khanchna
✓

NO SURVEY. TP NOT CLAIMING BECAUSE LIABILITY UNCLEAR
TO CANCEL FILE.

PRELIMINARY ADVICE		Date/Time:	Sent By:	Confirm with:	Confirm by:
Repair Cost:	S\$	(days) Reduction:	%	Email ☐ Call ☐	
FINAL SETTLEMENT		Date/Time:	Confirm with	Email ☐ Call ☐	
Final Liability:	%	(Agreed / Assessed) BO	No. :	If NO or B 28, Ass. Lia :	
Repair Cost:	S\$	(days)		NO SURVEY. TP NOT CLAIMING	
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/ITA Search	S\$			1) Claim status: Normal/Reject/Private Sett	
Medical:	S\$			2) Report Format: -	
Disbursement:	S\$			3) Survey fee: -	
Legal Cost	S\$				
Total:	S\$				
FINAL PAYMENT		Date/Time:	Confirm with	Email ☐ Call ☐	
Payee 1:	S\$	Name 1:			
Payee 2: (Strike if N.A.)	S\$	Name 2:			
Payee 3: (Strike if N.A.)	S\$	Name 3:			