

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : _____

Registered in Merimen: _____

Pre-assign / CCU / FTEInsured Vehicle No. : **SJN 8350U**

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II :S\$D.O.A : **06/12/2015**

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**SHC 5166L**

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):	
07.01.21	Cancel case as AXA Inform they have settled the case in May 2020	Non-Reporting ltr (Final):
		Notification ltr (if non-pickup):
07-1-21	TO CANCEL NO SURVEY.	Call OI:
		After call ltr to OI:
		Documentation Check List:
		Notification ltr (if non-pickup) <input type="checkbox"/> Handler <input type="checkbox"/> Typist <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"/>
PRELIMINARY ADVICE	Date/Time: _____ Sent By: _____	
FINALIZATION	Date/Time: _____ Confirm with: _____ Confirm by: _____	
Repair Cost: S\$ _____	(_____ days) Reduction: _____ %	Email <input type="checkbox"/> Call <input type="checkbox"/>
FINAL SETTLEMENT	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: S\$ _____		
Loss of Rental (LOR): S\$ _____	(_____ days)	
Loss of Use (LOU): S\$ _____	(\$ _____ x _____ days)	
Loss of Income (LOI): S\$ _____	(\$ _____ x _____ days)	
LOR only <input type="checkbox"/> LOU only <input type="checkbox"/> LOR + LOU <input type="checkbox"/> LOR + LOI <input type="checkbox"/> [Tick only one]		
GIA/LTA Search: S\$ _____		
Medical: S\$ _____		1) Claim status: Normal/Reject/Private Settle
Disbursement: S\$ _____	(e.g. Tow/ Independent)	2) Report Format: _____
Legal Cost: S\$ _____		3) Survey fee: _____
Total: S\$ _____	Global Sum S\$: _____	
FINAL PAYMENT	Date/Time: _____ Confirm with: _____	Email <input type="checkbox"/> Call <input type="checkbox"/>
Payee 1: S\$ _____	Name 1: _____	
Payee 2: (Strike if N.A.) S\$ _____	Name 2: _____	
Payee 3: (Strike if N.A.) S\$ _____	Name 3: _____	