

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : 30/04/2020

Registered in Merimen: _____

Pre-assign / CCU / FTE

Insured Vehicle No. : YP 3996B

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II :S\$ _____ D.O.A : 28/04/2020

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

SMQ 2599HINSRS:
WSP: CITY AUTO
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:

Date/ Time	SMQ 2599H - X	YP 3996B - X	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)	☐	☐
			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:			
FINALIZATION	Date/Time:	Confirm with:	Confirm by:		
Repair Cost:	L/S S\$ 6,900.00	(8 days) Reduction: 4,558.03/40 %	Email ☐ Call ☐		
FINAL SETTLEMENT	Date/Time:	Confirm with:	Email ☐ Call ☐		
Final Liability:	%	(Agreed / Assessed) BOI S/N No. :	If NO or B 28, Ass. Lia :		
Repair Cost:	S\$				
Loss of Rental (LOR):	S\$	(days)	CTI REJECT CASE		
Loss of Use (LOU):	S\$	(\$ x)			
Loss of Income (LOI):	S\$	(\$ days)			
LOR only ☐ LOU only ☐ LOR + LOU ☐ + LOI ☐	[Tick only one]				
GIA/LTA Search	S\$				
Medical:	S\$		1) Claim status: Normal /Reject/ Dispute Settle		
Disbursement:	S\$	(Tow/ Independent)	2) Report Format:		
Legal Cost	S\$		3) Survey fee: \$350 \$400.00		
Total:	S\$	Global Sum 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:			