

Date/ Time				
	GBF 2988G - X SHD 3309A - CC3/AIG12019351/H1a2a3z1 ; 04/10/2012 CS/FCI18013644/T1sbn2 ; 16/07/2018 CS/INC09019904/Ch ; 02/09/2009		STAGE 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:	S\$ 198.00	(1 days) Reduction: 49 %	Email	☐ Call ☐
FINAL SETTLEMENT	Date/Time: 29/09/2020	Confirm with Pei Jin	Email	☒ Call ☐
Final Liability:	% 100	(Agreed / Assessed) BOLA S/N No. : 10	If NO or B 28, Ass. Lia :	
Repair Cost: (w/GST)	S\$ 211.86			
Loss of Rental (LOR):	S\$ -	(days)		
Loss of Use (LOU):	S\$ 180.00	(\$ 90 x 2 days)		
Loss of Income (LOI):	S\$ -	(\$ x days)		
LOR only ☐ LOU only ☒ LOR + LOU ☐ LOR + LOI ☐ [Tick only one]				
GIA/LTA Search	S\$ 7.45			
Medical:	S\$ -	1) Claim status: Normal/ Reject/Private Settle		
Disbursement:	S\$ 107.00	(e.g. Tow/ Independent)	2) Report Format:	TP
Legal Cost	S\$ -		3) Survey fee:	\$350
Total:	S\$ 506.31	Global Sum S\$:		
FINAL PAYMENT	Date/Time:	Confirm with:	Email	Call
Payee 1:	S\$ 506.31	Name 1:	Venda Engineering & Trading Pte Ltd	
Payee 2: (Strike if N.A.)	S\$	Name 2:		
Payee 3: (Strike if N.A.)	S\$	Name 3:		