

**ASSIGNMENT**Surveyor: **MARCUS**

DOI: \_\_\_\_\_

Date / Time : **23/9/2020**Registered in Merimen: **---****Pre-assign / CCU / FTE**Insured Vehicle No. : **SHC 8386Z**Claim No. : **D20003817MFSH**Name of Insured : **COMFORT TRANSPORTATION PTE LTD**Policy No. : **D-20094922MFSH**

Insured Tel No. : \_\_\_\_\_ HP: \_\_\_\_\_

Make / Model : \_\_\_\_\_

**Excess Sec II :S\$** \_\_\_\_\_ D.O.A : **16/09/2020 13:50**Place of Accident : **ALONG JURONG WEST STREET 61 (OPP. BLK 624)**

Is driver the owner? ( YES / NO ) Nature of Accident : \_\_\_\_\_

If **NO**, Driver Name / Age : **LEE TECK SENG**

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

Driver Tel No. : \_\_\_\_\_ (V/L: YES / NO )

Insured Liability : % **Final ? Yes / No****FBP 3078Z**INSRS:  
WSP: BAN HOCK HIN  
Tel : CO. PTE LTD  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                                                |                                                             | STAGE                                         | DATE / PIC                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-----------------------------------------------|-------------------------------|
|                                                                                                                                                           | <b>FBP 3078Z - X</b>                                        | Non-Reporting ltr (1st):                      |                               |
|                                                                                                                                                           | CC3/AIG14000776/H1ry3w2 - 11/01/2014                        | Non-Reporting ltr (2nd):                      |                               |
|                                                                                                                                                           | <b>SHC 8386Z -CC3/FCI16000892/Kybd1 - 11/01/2014</b>        | Non-Reporting ltr (Final):                    |                               |
|                                                                                                                                                           | CS/FCI16019262/Ugh3m2 - 07/10/2016                          | Notification ltr (if non-pickup):             |                               |
|                                                                                                                                                           |                                                             | Call OI:                                      |                               |
|                                                                                                                                                           |                                                             | After call ltr to OI:                         |                               |
|                                                                                                                                                           |                                                             | <b>Documentation Check List:</b>              | <b>Handler Typist</b>         |
|                                                                                                                                                           |                                                             | Notification ltr (if non-pickup)              | <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"/>      |
| <b>PRELIMINARY ADVICE</b>                                                                                                                                 | Date/Time: _____ Sent By: _____                             | Post-Repair Photos:                           | <input type="checkbox"/>      |
|                                                                                                                                                           |                                                             | Others:                                       | <input type="checkbox"/>      |
| <b>FINALIZATION</b>                                                                                                                                       | Date/Time: _____ Confirm with: _____ Confirm by: _____      |                                               |                               |
| Repair Cost:                                                                                                                                              | S\$ <b>5,391.80</b> ( <b>4</b> days) Reduction: <b>42</b> % | Email <input type="checkbox"/>                | Call <input type="checkbox"/> |
| <b>FINAL SETTLEMENT</b>                                                                                                                                   | 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: <b>WP</b>                   |                               |
| Legal Cost                                                                                                                                                | S\$                                                         | 3) Survey fee: <b>\$294</b>                   |                               |
| <b>Total:</b>                                                                                                                                             | <b>S\$</b>                                                  | <b>Global Sum S\$:</b>                        | <b>(\$170+\$50+\$74)</b>      |
| <b>FINAL PAYMENT</b>                                                                                                                                      | 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:                                       |                               |