

INS. CASE OWNER:

**ASSIGNMENT**

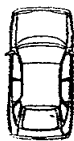
Surveyor:

**MARCUS**

DOI: 08/10/2020

Date / Time : 08/10/2020

Registered in Merimen: \_\_\_\_\_

**Pre-assign / CCU / FTE**Insured Vehicle No. : **SME 2483X**Claim No. : **S0M02V44**Name of Insured : **LIN SHUDUAN**Policy No. : **GA551331/1**

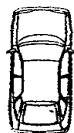
Insured Tel No. : \_\_\_\_\_ HP: \_\_\_\_\_

Make / Model : **TOYOTA SIENTA-1.5 (A)****Excess Sec II :S\$** \_\_\_\_\_ D.O.A : **07/10/2020 09:35**Place of Accident : **CTE**

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

If **NO**, Driver Name / Age : **LIN CONGREN**

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

Driver Tel No. : **+65-92749829** (V/L: YES / NO )Insured Liability : % **Final ? Yes / No****SLR 5302J**INSRS:  
WSP: **FASTECH**  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                        | SLR 5302J - X                     |                                    | SME 2483X - 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:                         |                                                              |  |
|                                   |                                   |                                    |                                    |                 | <b>Documentation Check List:</b>              | <b>Handler</b>                                               |  |
|                                   |                                   |                                    |                                    |                 |                                               | <b>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\$                               | (                                  | days)                              | Reduction:      | %                                             | 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:                             |                                                              |  |
| Legal Cost                        | S\$                               |                                    |                                    |                 | 3) Survey fee:                                |                                                              |  |
| <b>Total:</b>                     | <b>S\$</b>                        | <b>Global Sum S\$:</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:                            |                                    |                 |                                               |                                                              |  |