

**ASSIGNMENT**Surveyor: LTGDOI: 03/06/2021Date / Time : 03/06/2021Registered in Merimen: 03/06/2021**Pre-assign / CCU / FTE**Insured Vehicle No. : SJL 5133K

Claim No. : \_\_\_\_\_

Name of Insured : FAZEL BIN TAIP

Policy No. : \_\_\_\_\_

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

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

**Excess Sec II :S\$** \_\_\_\_\_ D.O.A : 19/05/2021

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****SLU 2204M**INSRS:  
WSP: TEAM AUTOPRO  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                               | STAGE                                           |                                    | DATE / PIC                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|------------------------------------|-----------------------------------------------------------------------|
|                                                                                                                                          | SLU 2204M : X ; SJL 5133K : X                   |                                    |                                                                       |
|                                                                                                                                          | - Please check / verify OID DL                  |                                    |                                                                       |
|                                                                                                                                          | 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: Handler Typist</b> |                                    |                                                                       |
|                                                                                                                                          | Notification ltr (if non-pickup)                | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | After call ltr to OI:                           | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Authorisation To Act:                           | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Release Voucher:                                | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Final Repair Bill:                              | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Car Rental Invoice:                             | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Towing Invoice                                  | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | LTA / GIA :                                     | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Medical Bill:                                   | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | PIR:                                            | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Mandate/Reject Instruction:                     | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | LOD                                             | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
|                                                                                                                                          | Payment Breakdown Form:                         | <input type="checkbox"/>           | <input type="checkbox"/>                                              |
| <b>PRELIMINARY ADVICE</b>                                                                                                                | Date/Time:                                      | Sent By:                           | Post-Repair Photos: <input type="checkbox"/> <input type="checkbox"/> |
|                                                                                                                                          |                                                 |                                    | Others: <input type="checkbox"/> <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"/> Cal <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 + LO <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"/> Cal <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:                            |                                                                       |