

Date/ Time						
	SMK 947G : X		STAGE		DATE / PIC	
	SHD 8559L : CS/FCI18010905/Ksd3n2 ; DOA : 12/06/2018		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:			☐
PRELIMINARY ADVICE Date/Time:			Sent By:		Post-Repair Photos: ☐ ☐	
					Others: ☐ ☐	
FINALIZATION Date/Time:			Confirm with:		Confirm by:	
Repair Cost: L/SUM S\$ 3,500.00 (6 days) Reduction: 66 %					Email ☐ Call ☐	
FINAL SETTLEMENT Date/Time: 29/11/2024			Confirm with RYAN		Email ☒ Call ☐	
Final Liability: % 100 (Agreed / Assessed) BOLA S/N No. : NIL					If NO or B 28, Ass. Lia :	
Repair Cost: S\$ 3,745.00						
Loss of Rental (LOR): S\$ 700.00 (7 days) x \$100.00						
Loss of Use (LOU): S\$ (\$ x days)						
Loss of Income (LOI): S\$ (\$ x days)						
LOR only ☒ LOU only ☐ LOR + LOU ☐ LOR + LO ☐ [Tick only one]						
GIA/LTA Search S\$ 7.45						
Medical: S\$					1) Claim status: Normal/Reject/Dispute/Settle	
Disbursement: S\$ (e.g. Tow/ Independent)					2) Report Format: TP	
Legal Cost S\$					3) Survey fee: 350.00	
Total: S\$ 4,452.45			Global Sum S\$:			
FINAL PAYMENT Date/Time:			Confirm with:		Email ☐ Call ☐	
Payee 1: S\$ 4,452.45			Name 1:		BODYFIX	
Payee 2: (Strike if N.A.) S\$			Name 2:			
Payee 3: (Strike if N.A.) S\$			Name 3:			