

**ASSIGNMENT**Surveyor: **TAUFIKH**DOI: **08/02/2021**Date / Time : **18/3/2022 (email from Catherinr)**

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

**Pre-assign / CCU / FTE**Insured Vehicle No. : **GBC 3706M**Claim No. : **SNM22D201986/c02**

Name of Insured : \_\_\_\_\_

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

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

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

Excess Sec II : \$ \_\_\_\_\_ D.O.A : **03/02/2021**

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****SHA 1862Y**INSRS:  
WSP: **CDGE LOYANG**  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                                                |                                                        |                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------------------------------|
|                                                                                                                                                           | <b>SHA 1862Y - NBA/LIP17019972/Y; 18/10/2017</b>       | <b>STAGE</b>                                                                       |
|                                                                                                                                                           | <b>NS/INC13009994/H1qk3; 02/06/2013</b>                | <b>DATE / PIC</b>                                                                  |
|                                                                                                                                                           | <b>NS/INC21001954/T1tf3q2; 03/02/2021</b>              | Non-Reporting ltr (1st):                                                           |
|                                                                                                                                                           | <b>GBC 3706M - NS/INC21001954/T1tf3q2 ; 03.02.2021</b> | 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"/> 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: 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:                                                |                                                                                    |