

Date/ Time					Date Created By	DATE / PIC
SMF 3791U - Reference Entry Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close	CC6/AIG19006934/Aba3r2 30/06/2020 SMF 3791U SCN 8019K 14/04/2019 01/07/2020 STU				Non Reporting In (Isr)	
NA/AIG19008285/p 10/05/2019 CHIOK SIEW NEO HEDY SCN 8019K SMF 3791U 14/04/2019 01/07/2020 CHT					Non Reporting In (Isr)	
NA/TMI19006694/r3 15/04/2019 WONG CHAN KWOK(HUANG ZHENGUO) SMF 3791U 14/04/2019 01/07/2020 RBW					Non Reporting In (Isr)	
NA/TMI19015848/r3 06/09/2019 WONG CHAN KWOK(HUANG ZHENGUO) SMF 3791U 14/04/2019 01/07/2020 RBW					Non Reporting In (Isr)	
SMJ 668S - X					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\$ 4,900.00	(6 days)	Reduction: 55 %	Email ☐	Call ☐	
FINAL SETTLEMENT	Date/Time: 08/03/2023	Confirm with Ms Wong		Email ☒	Call ☐	
Final Liability:	% 100	(Agreed / Assessed) BOLA S/N No. : 27		If NO or B 28, Ass. Lia :		
Repair Cost: 8% GST	S\$ 5,292.00					
Loss of Rental (LOR):	S\$ (days)					
Loss of Use (LOU):	S\$ 420.00 (\$ 60 x 7 days)					
Loss of Income (LOI):	S\$ (\$ x days)					
LOR only ☐ LOU only ☒	LOR + LOU ☐	LOR + LOI ☐		[Tick only one]		
GIA/LTA Search	S\$ 7.45					
Medical:	S\$					1) Claim status: Normal/ Reject/Private Settle
Disbursement:	S\$ (e.g. Tow/ Independent)					2) Report Format: TP
Legal Cost	S\$					3) Survey fee: \$350.00
Total:	S\$ 5,719.45	Global Sum S\$: 5,700.00				
FINAL PAYMENT	Date/Time:	Confirm with:		Email ☒ Call ☐		
Payee 1:	S\$ 5,700.00	Name 1:	MG Solution Pte Ltd			
Payee 2: (Strike if N.A.)	S\$	Name 2:				
Payee 3: (Strike if N.A.)	S\$	Name 3:				