

INS. CASE OWNER:

**ASSIGNMENT**

Surveyor:

**KENNETH**DOI: **15/08/2022**Date / Time : **12/08/2022**

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

**Pre-assign / CCU / FTE**Insured Vehicle No. : **SHC 372R**Claim No. : **S2M048RQ**Name of Insured : **CITYCAB PTE LTD**Policy No. : **P2465703**

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

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

Excess Sec II :\$\_\_\_\_\_ D.O.A : **11/08/2022 10:25**

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****SLJ 5070U**INSRS:  
WSP: **GUAN MOTOR**  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                                                           |                                                                               | STAGE                                                                             | DATE / PIC                                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <b>SLJ 5070U - X</b>                                                                                                                                                 |                                                                               |                                                                                   |                                                                         |
| SHC 372R -                                                                                                                                                           | Reference Entry                                                               | Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close Date Created By |                                                                         |
|                                                                                                                                                                      | CC3/AIG08020364/KDn 09/09/2008 SHC 372R SFX 3713J 15/07/2008 08/09/2008 HYN   |                                                                                   |                                                                         |
|                                                                                                                                                                      | CC3/FC14013887/Kqm3k3 22/07/2014 SHB 7578Z SHC 372R 22/10/2013 23/07/2014 BPL |                                                                                   |                                                                         |
|                                                                                                                                                                      |                                                                               | 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:                                                                          |                                                                         |
|                                                                                                                                                                      |                                                                               |                                                                                   |                                                                         |
| <b>FINALIZATION</b>                                                                                                                                                  | Date/Time:                                                                    | Confirm with:                                                                     | Confirm by:                                                             |
| Repair Cost: <b>L/SUM</b>                                                                                                                                            | S\$ <b>1,050.00</b>                                                           | ( <b>2</b> days) Reduction: <b>53</b> %                                           | Email <input type="checkbox"/> Call <input type="checkbox"/>            |
| <b>FINAL SETTLEMENT</b>                                                                                                                                              | Date/Time: <b>17/02/2023</b>                                                  | Confirm with <b>Ah Heng</b>                                                       | Email <input checked="" type="checkbox"/> Call <input type="checkbox"/> |
| Final Liability:                                                                                                                                                     | % <b>100</b>                                                                  | (Agreed / Assessed) BOLA S/N No. : <b>NIL</b>                                     | If NO or B 28, Ass. Lia :                                               |
| Repair Cost:                                                                                                                                                         | S\$ <b>1,050.00</b>                                                           |                                                                                   |                                                                         |
| Loss of Rental (LOR):                                                                                                                                                | S\$ ( days)                                                                   |                                                                                   |                                                                         |
| Loss of Use (LOU):                                                                                                                                                   | S\$ <b>120.00</b> (\$ <b>60</b> x <b>2</b> days)                              |                                                                                   |                                                                         |
| Loss of Income (LOI):                                                                                                                                                | S\$ (\$ x days)                                                               |                                                                                   |                                                                         |
| LOR only <input type="checkbox"/> LOU only <input checked="" type="checkbox"/> LOR + LOU <input type="checkbox"/> LOR + LOI <input type="checkbox"/> [Tick only one] |                                                                               |                                                                                   |                                                                         |
| GIA/LTA Search                                                                                                                                                       | S\$ <b>7.45</b>                                                               |                                                                                   |                                                                         |
| Medical:                                                                                                                                                             | S\$                                                                           |                                                                                   | 1) Claim status: Normal/ <del>Reject/Private Settle</del>               |
| Disbursement:                                                                                                                                                        | S\$ (e.g. Tow/ Independent )                                                  |                                                                                   | 2) Report Format: <b>TP</b>                                             |
| Legal Cost                                                                                                                                                           | S\$                                                                           |                                                                                   | 3) Survey fee: <b>\$350.00</b>                                          |
| <b>Total:</b>                                                                                                                                                        | S\$ <b>1,177.45</b>                                                           | <b>Global Sum S\$:</b>                                                            |                                                                         |
| <b>FINAL PAYMENT</b>                                                                                                                                                 | Date/Time:                                                                    | Confirm with:                                                                     | Email <input checked="" type="checkbox"/> Call <input type="checkbox"/> |
| Payee 1:                                                                                                                                                             | S\$ <b>1,177.45</b>                                                           | Name 1: <b>Guan Motor Works</b>                                                   |                                                                         |
| Payee 2: (Strike if N.A.)                                                                                                                                            | S\$                                                                           | Name 2:                                                                           |                                                                         |
| Payee 3: (Strike if N.A.)                                                                                                                                            | S\$                                                                           | Name 3:                                                                           |                                                                         |