

INS. CASE OWNER:

**ASSIGNMENT**Surveyor: **ADRIAN**DOI: **15/08/2022**Date / Time : **15/08/2022**Registered in Merimen: **16/08/2022****Pre-assign / CCU / FTE**Insured Vehicle No. : **SKM 3971D**

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

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

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

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

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

**Excess Sec II :S\$** \_\_\_\_\_ D.O.A : **12/8/2022 19:35**

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****SKH 7491Y**INSRS:  
WSP: **SM**  
Tel : **AUTOMOTIVE**  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                                                | Reference Entry Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close Date     | Created By                         | DATE / PIC                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|------------------------------------|----------------------------------------------------------------|
| SKH 7491Y                                                                                                                                                 | CC4/AXA15010417/Kua3n2 16/11/2015 SKH 7491Y GR 7573P 22/06/2015 17/11/2015                 | SKH 7491Y                          |                                                                |
| SKM 3971D                                                                                                                                                 | NA/INC19018156/h4 15/10/2019 ABDUL AZIZ BIN JUDIN SLC 895B SKM 3971D 13/10/2019 16/10/2019 | SKM 3971D                          |                                                                |
|                                                                                                                                                           |                                                                                            | 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>   |                                                                |
|                                                                                                                                                           |                                                                                            | 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"/>                                       |
|                                                                                                                                                           |                                                                                            | Post-Repair Photos:                | <input type="checkbox"/>                                       |
|                                                                                                                                                           |                                                                                            | Others:                            | <input type="checkbox"/>                                       |
| <b>PRELIMINARY ADVICE</b>                                                                                                                                 | Date/Time:                                                                                 | Sent By:                           |                                                                |
| <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:</b>                                                                                                                                             | <b>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:                            |                                                                |