

**ASSIGNMENT**Surveyor: **ADRIAN**

DOI: \_\_\_\_\_

Date / Time : **25/10/2022**

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

**Pre-assign / CCU / FTE**Insured Vehicle No. : **XE 9399E**

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

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

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

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

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

Excess Sec II :\$ \_\_\_\_\_ D.O.A : **25.10.2022**

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****SJN 8994L**INSRS:  
WSP: **RYDER AUTO**  
Tel :  
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                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|-----------------------------------------------|
| <b>SJN 8994L - X</b>                                                                                                                                      | CS/INC11006792/H1v3k3-1 28/10/2014 SGR 9538D SJN 8994L 01/02/2011 29/10/2014 KYP<br>CS/INC11006792/v XX 13/04/2011 SGR 9538D SJN 8994L 01/02/2011 12/07/2011 CMJ |                                   |                                               |
|                                                                                                                                                           |                                                                                                                                                                  | 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>                                                                                                                                             | \$S\$ <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: _____                                                                                                                                              |                                   |                                               |