

ASSIGNMENTSurveyor: **KENNETH**DOI: **06/12/2022**Date / Time : **06.12.2022**Registered in Merimen: **06.12.2022****Pre-assign / CCU / FTE**Insured Vehicle No. : **SKU 1255J**

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____

HP: _____

Make / Model : _____

Excess Sec II :S\$D.O.A : **02/12/2022 16:20**Place of Accident : **Orchard Rd, Singapore**

Is driver the owner? (YES / NO)

Nature of Accident : _____

TOWARDS GRANGE

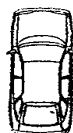
If NO, Driver Name / Age :

OI GIA REPORT: YES / NO ; TP GIA REPORT: YES / NO

Driver Tel No. : _____

(V/L: YES / NO)

Insured Liability : _____ %

Final ? Yes / No**SMY 3760J**INSRS:
WSP: **OPTIMA**
Tel : **WERKZ**
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:

Date/ Time	SMY 3760J - X	SKU 1255J - X	STAGE	DATE / PIC
			Non-Reporting ltr (1st):	
			Non-Reporting ltr (2nd):	
			Non-Reporting ltr (Final):	
			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:	☐ ☐
			Post-Repair Photos:	☐ ☐
			Others:	☐ ☐
PRELIMINARY ADVICE	Date/Time:	Sent By:		
FINALIZATION	Date/Time:	Confirm with:	Confirm by:	
Repair Cost: L/Sum	S\$ 850.00	(2 days) Reduction: 83 %	Email ☐	Call ☐
FINAL SETTLEMENT	Date/Time: 13/03/2023	Confirm with Kaitlyn	Email ☒	Call ☐
Final Liability:	% 50	(Agreed / Assessed) BOLA S/N No. : Nil	If NO or B 28, Ass. Lia :	
Repair Cost: with GST	S\$ 454.75	(\$909.50)		
Loss of Rental (LOR):	S\$	(days)		
Loss of Use (LOU):	S\$ 150.00	(\$ 100 x 3 days) (\$300)		
Loss of Income (LOI):	S\$	(\$ x days)		
LOR only ☒	LOU only ☐	LOR + LOU ☐ LOR + LOI ☐ [Tick only one]		
GIA/LTA Search	S\$ 2.00			
Medical:	S\$	1) Claim status: Normal/Reject/Private Settlement		
Disbursement:	S\$	(e.g. Tow/ Independent)	2) Report Format: TP	
Legal Cost	S\$	3) Survey fee: \$320		
Total:	S\$ 606.75	Global Sum S\$:		
FINAL PAYMENT	Date/Time:	Confirm with:	Email ☒	Call ☐
Payee 1:	S\$ 606.75	Name 1:	OPTIMA WERKZ PTE LTD	
Payee 2: (Strike if N.A.)	S\$	Name 2:		
Payee 3: (Strike if N.A.)	S\$	Name 3:		