

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : **14.12.2022**Registered in Merimen: **14.12.2022****Pre-assign / CCU / FTE**Insured Vehicle No. : **SJA 1161M**

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II :\$S\$ D.O.A : **12.12.2022**

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****SHA 2702U**INSRS:
WSP: **BIFROST**
Tel : **AUTO PTE LTD**
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	Stage	Created By	DATE / PIC
SHA 2702U -	CC3/CT1170011589/H1ua3n2 01/08/2017 SHA 2702U SJB 3090R 21/01/2017 04/08/2017 HMK	Non-Reporting ltr (1st):		
	CS/III20003439/Hvf3s2 12/03/2020 FJ 5419U SHA 2702U 13/02/2020 24/03/2020 LSL1	Non-Reporting ltr (2nd):		
	NS/INC18006132/K1qbn2 10/04/2018 SHA 2702U SLS 2682B 27/03/2018 10/04/2018 ON	Non-Reporting ltr (Final):		
	NS/INC20002725/Nqf3e2 26/02/2020 SHA 2702U FJ 5419U 13/02/2020 28/02/2020 LS	Notification ltr (if non-pickup):		
SJA 1161M - X		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:	\$S\$ (_____ days) Reduction: _____ % Email ☐ Call ☐			
FINAL SETTLEMENT	Date/Time: _____ Confirm with _____ Email ☐ Call ☐			
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 ☐ LOU only ☐ LOR + LOU ☐ LOR + LOI ☐ [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:		
Total:	\$S\$	Global Sum \$S\$:		
FINAL PAYMENT	Date/Time: _____ Confirm with: _____ Email ☐ Call ☐			
Payee 1:	\$S\$ Name 1: _____			
Payee 2: (Strike if N.A.)	\$S\$ Name 2: _____			
Payee 3: (Strike if N.A.)	\$S\$ Name 3: _____			