

INS. CASE OWNER:

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : **14/03/2023**Registered in Merimen: **14/03/2023****Pre-assign / CCU / FTE**Insured Vehicle No. : **SNA 4265E**

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II : S\$ _____ D.O.A : **10.03.2023 20:34**

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****EN 3822S**INSRS:
WSP: **JL PERFECT
Tel : AUTOWORK
Liability : PTE LTD**
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
EN 3822S	CS/CTI22000463/Bv3n2	23/02/2022	SKL 4069H	EN 3822S	07/01/2022	23/02/2022	LST1	Non-Reporting ltr (1st):	
	CS/CTI22000853/Vvy3n2	17/02/2022	SMN 4728E	EN 3822S	21/01/2022	17/02/2022	NM	Non-Reporting ltr (2nd):	
	NA/CTI22002789/m4	25/03/2022	KOH YONG LIANG	EN 3822S	FBR 7267H	25/03/2022	25/03/2022	Non-Reporting ltr (3rd):	
	NA/CTI23002601/d4	13/03/2023	KOH YONG LIANG (XU YONGLIANG)	EN 3822S	SNA 4265E	10/03/2023	14/03/2023	Notification ltr (if non-pickup):	
SNA 4265E	NA/CTI23002601/d4	13/03/2023	KOH YONG LIANG (XU YONGLIANG)	EN 3822S	SNA 4265E	10/03/2023	14/03/2023	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:			
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\$								
Disbursement:	S\$	(e.g. Tow/ Independent)				1) Claim status: Normal/Reject/Private Settle			
Legal Cost	S\$					2) Report Format:			
						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:			