

INS. CASE OWNER:

CC4/AIS23003932/Kya3

IDAC:

**ASSIGNMENT**Surveyor: KENNETH

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

Date / Time : 15.04.2023

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

**Pre-assign / CCU / FTE**Insured Vehicle No. : SME 5354R

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

Name of Insured : TEO ZI JIAN

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

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

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

Excess Sec II :S\$ \_\_\_\_\_ D.O.A : 03.04.2023 10:58

Place of Accident : \_\_\_\_\_

Is driver the owner? ( YES / NO ) Nature of Accident : \_\_\_\_\_

If NO, Driver Name / Age : ZHUO JIANLI

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

Driver Tel No. : \_\_\_\_\_ (V/L: YES / NO )

Insured Liability : % **Final ? Yes / No**SNE 8238LINSRS:  
WSP: **KBS**  
Tel : **Motorsports**  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                           |                                   |                                    |                                                 |                               |
|--------------------------------------|-----------------------------------|------------------------------------|-------------------------------------------------|-------------------------------|
|                                      | <b>SNE 8238L -X</b>               | <b>SME 5354R - X</b>               | <b>STAGE</b>                                    | <b>DATE / PIC</b>             |
|                                      |                                   |                                    | 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: Handler Typist</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"/>      |
| <b>PRELIMINARY ADVICE</b> Date/Time: | Sent By:                          |                                    | Post-Repair Photos:                             | <input type="checkbox"/>      |
|                                      |                                   |                                    | Others:                                         | <input type="checkbox"/>      |
| <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:                            |                                                 |                               |