

**ASSIGNMENT**Surveyor: **MARCUS**DOI: **15.05.2023**Date / Time : **15.05.2023**Registered in Merimen: **15.05.2023****Pre-assign / CCU / FTE**Insured Vehicle No. : **SGG 4748E**

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

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

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

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

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

Excess Sec II :\$ \_\_\_\_\_ D.O.A : **14-05-23**

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****SLV 5943M**INSRS:  
WSP: **NPH**  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:INSRS:  
WSP:  
Tel :  
Liability :  
RMKS:

| Date/ Time                                                                                                                                                |                                                                                                    | STAGE                              | DATE / PIC                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|------------------------------------|----------------------------------------------------------------|
| SLV 5943M - X                                                                                                                                             |                                                                                                    |                                    |                                                                |
| SGG 4748E -                                                                                                                                               | Reference Entry Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close Date Reported By |                                    |                                                                |
|                                                                                                                                                           | CC3/AIG19011120/R1ka3q2 25/09/2019 SLJ 9396D SGG 4748E 22/06/2019 25/09/2019 R.HMK                 |                                    |                                                                |
|                                                                                                                                                           | NA/UOI19011051/h4 24/06/2019 RAMESH S/O SEENIVASAN SLJ 9396D SGG 4748E 22/06/2019 03/07/2019 LSH   |                                    |                                                                |
|                                                                                                                                                           |                                                                                                    | Notification ltr (if non-pickup):  |                                                                |
|                                                                                                                                                           |                                                                                                    | Call OI:                           |                                                                |
|                                                                                                                                                           |                                                                                                    | After call ltr to OI:              |                                                                |
|                                                                                                                                                           |                                                                                                    | <b>Documentation Check List:</b>   | <b>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"/>                                       |
|                                                                                                                                                           |                                                                                                    | 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>                                                                                                                                             | <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:                            |                                                                |