

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : 03.07.2023

Registered in Merimen: _____

Pre-assign / CCU / FTE



Insured Vehicle No. : SGL 5880Y

Claim No. :

Name of Insured :

Policy No. :

Insured Tel No. : HP:

Make / Model :

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

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
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SMB 1635Y



INRS:
WSP: **STRIDES**
Tel :
Liability :
RMKS:



INSRS:
WSP:
Tel :
Liability :
RMKS:



INSRS:
WSP:
Tel :
Liability :
RMKS:



INSRS:
WSP:
Tel :
Liability :
RMKS:

Date/ Time			
SMB 1635Y - Reference Entry Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close Date Created By		DATE / PIC	
CC3/FC115011675/Kvbd1 16/07/2015 SHB 7739B SMB 1635Y 10/05/2015 21/07/2015		Non-Reporting ltr (1st):	
SGL 5880Y - Reference Entry Date Customer Name Vehicle No. TP Vehicle No. Accident Date Close Date Created By		Non-Reporting ltr (2nd):	
CS/GAI18014143/Ult3e2 11/01/2019 SLX 3571E SGL 5880Y 16/07/2018 15/01/2019 NVT		Non-Reporting ltr (Final):	
NA/CTI21004862/h4 19/04/2021 POH BON SGL 5880Y SJL 9149P 18/04/2021 26/04/2021 LSH		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: ☐ ☐	
PRELIMINARY ADVICE Date/Time:		Sent By: ☐ ☐	
		Post-Repair Photos: ☐ ☐	
		Others: ☐ ☐	
FINALIZATION Date/Time:		Confirm with: ☐ ☐	
Repair Cost: S\$ (days) Reduction: %		Confirm by: 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: ☐ ☐	