

ASSIGNMENT

Surveyor: _____

DOI: _____

Date / Time : **25.07.2023**Registered in Merimen: **25.07.2023****Pre-assign / CCU / FTE**Insured Vehicle No. : **SMJ 3897C**

Claim No. : _____

Name of Insured : _____

Policy No. : _____

Insured Tel No. : _____ HP: _____

Make / Model : _____

Excess Sec II :\$ _____ D.O.A : **23/07/2023 02:00**

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****SBQ 8898K**INSRS:
WSP: **TWINCAR**
Tel : **AUTOMOTIVE**
Liability : **PTE LTD**
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:INSRS:
WSP:
Tel :
Liability :
RMKS:

Date/ Time	Customer Name	Vehicle No.	TP Vehicle No.	Accident Date	Close Date	Created By	DATE / PIC
SBQ 8898K - Reference Entry	NA/CTI23007475/d4	24/07/2023	JEREMY POON JOO KHOON	SBQ 8898K	SMJ 3897C	23/07/2023 25/07/2023 NVT	
SMJ 3897C - Reference Entry	CS/SMO20010471/QKyd3q2	17/11/2020	SMJ 3897C	SGA 984Y	25/09/2020	24/11/2020 NVT	
NA/CTI23007475/d4	24/07/2023	JEREMY POON JOO KHOON	SBQ 8898K	SMJ 3897C	23/07/2023	25/07/2023 NVT	
						Non-Reporting ltr (1st):	
						Non-Reporting ltr (2nd):	
						Non-Reporting ltr (Final):	
						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:	☐
						Post-Repair Photos:	☐
						Others:	☐
PRELIMINARY ADVICE							
Date/Time:				Sent By:			
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\$						
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:					