

IMPORTANT INFORMATION: KEEP IN YOUR CAR'S GLOVE BOX.

Auto Accident Information Sheet

At the Accident:

- Try to remain calm and thoughtful. If you or anyone in your car is injured, stay in the car unless there is danger of fire or another accident.
- Use your cell phone to get help from the police and medical personnel.
- Try not to move any vehicles until police arrive- unless it creates a greater danger of injury.
- Avoid making statements about responsibility to other drivers, witnesses, the police or insurance representatives without talking to your own insurance representative. Assist the police with their official report. Confirm that you and passengers wore seat belts.
- Use the following form to obtain accident information.

	VEHICLE 1	VEHICLE 2
Date and Time _____		
Driver's name and phone number		
Driver's address		
Driver's license number		
Vehicle tag numbers		
Vehicle makes and models		
Vehicle 17-digit ID numbers		
Insurance companies		
Insurance policy numbers		
Witness names and phone numbers		
Witness addresses		
Statements made by witnesses or other drivers		

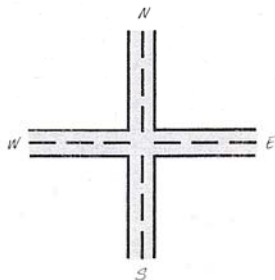
Accident scene notes

Fill in the accident scene diagram below.

Accident location _____
 Road conditions _____
 Traffic conditions _____
 Weather conditions _____
 Your speed before accident _____
 Other driver's speed before accident _____
 Did your car skid? How many feet? _____
 Did other car skid? How many feet? _____
 Impact location on your car _____
 Impact location on other car _____
 Anything else relevant _____

- If you or passengers receive injuries, insist on being transported to a hospital in an ambulance. In all instances, obtain medical treatment immediately. Tell medical personnel about everything you feel may be physically wrong.
- Report the accident to your insurance agent immediately. Do not speak to the other driver's insurance representatives.
- If there are serious medical injuries or property damage, seek counsel of a lawyer as soon as you can. Make an appointment and report all injuries to your family doctor within a day or two. Also, write a daily injury condition journal. Comply with your doctor's instructions for faster recovery.
- Retain copies of all medical bills and related accident expenses, such as towing and repair, as well as costs for travel, parking, etc.
- Document any income loss associated with the accident.

Accident Scene Diagram



The Collision Shop Troy North

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