

Accident Checklist

We realize an accident is a stressful situation. We have put together this checklist so you will know the most important information to capture at the time of an accident. Please keep this form with the liability certificate in your car.

1. Stay Calm. If anyone is injured, call emergency immediately.

1. If safe to do so, remove your vehicle from the traffic.

1. If possible, take photos of the accident scene. These photographs could become important evidence. You can also hit your video record button and record others statements. Don't use "purposefully", but just happen to have the video on as they are talking, and you are videoing the scene.

1. Use the form provided to record information regarding your accident.

1. Make no statement concerning the accident to anyone except a police officer. Get the officer's name and badge number. Make no admissions or take blame for the accident.

1. Obtain the names and addresses of witnesses and all persons injured regardless of how minor the injury.

1. We are here to help! Call our brokerage to let us know the details of your accident. We will work hard to get your claim handled as quickly as possible.

Accident Notes	
Accident Date	Time
Location of Accident	
Driver 1	
License Plate	
Name	
Address	
Tel. (Home)	Cell
Insurance Company	
Policy Number	
Driver's License	
Make of Car	Year
Driver 2 (if applicable)	
License Plate	
Name	
Address	
Tel. (Home)	Cell
Insurance Company	
Policy Number	
Driver's License	
Make of Car	Year
Witness 1	
Name	Tel.
Witness 2	
Name	Tel.
Police Investigator	
Name	
Badge No.	Division
Report No.	