

Car Accident Information Form

(Keep this form in your car with a pen and your insurance card.)

Quick Tips After an Accident:

- ✓ Try to stay calm
- ✓ If anyone is injured call for help immediately
- ✓ Call the police if there is significant property damage, your car is not drivable, or you suspect the other driver is guilty of a crime (ex. drunk driving)
- ✓ *Do not admit fault*, sign anything, or offer to pay for any damages regardless of the circumstances
- ✓ Discuss the accident only with the police
- ✓ Notify your insurance company as soon as possible
- ✓ Complete this form in as much detail as you can
- ✓ Take photos if possible (camera phone?)

The Accident:

Date and Time: _____

Location: (include city, state & street names) _____

Road Conditions: _____

Weather Conditions: _____

What Direction Were You Going: ___ Your Speed: _____

*On the opposite side of this form is a space to describe & sketch the accident in detail. Do this a.s.a.p.

If police were called, obtain the following:

Police Officer Name, Badge #, & Precinct: _____

Police Report #: _____

Any citations issued? List here: _____

Was Anyone Injured? List who (driver, pedestrian, etc.), name, address, phone#, & nature of injuries: _____

Name, Address & Phone# of Any Witnesses: _____

**Independent witnesses are most important*

Vehicle #1:

Driver's Name: _____

Driver's License #: _____

Driver's Address & Phone #: _____

Owner's Contact Information: (if different than driver's) _____

Insurance Company: _____

Policy #: _____ Expires _____

Vehicle Make, Model & Year: _____

License Plate #: _____ State: _____

Carefully examine the vehicle & describe any damage: _____

Name & Position of Passengers: (ex. driver's side rear) _____

Vehicle #2:

Driver's Name: _____

Driver's License #: _____

Driver's Address & Phone #: _____

Owner's Contact Information: (if different than driver's) _____

Insurance Company: _____

Policy #: _____ Expires _____

Vehicle Make, Model & Year: _____

License Plate #: _____ State: _____

Carefully examine the vehicle & describe any damage: _____

Name & Position of Passengers: _____

What Happened? (Describe the accident in detail)

Sketch the accident in the space below:

- Show vehicles and roads in the sketch
- Using arrows, indicate the direction vehicles were traveling
- Number vehicles: Yours #1, Other(s) #2,3, etc.

