

Accident Checklist



Safety First

- Move car to a safe location if obstructing traffic
- Determine if there are any injuries resulting from accident
- Call 911 to report accident and follow instruction from police
- Call your insurance agent and inform them of the accident

Gather Information

- Be polite, not do not admit fault to the accident
- Get names & insurance information of anyone involved in accident
- Get information from any witnesses
- Provide name & insurance information, and car make, model & VIN to police and other drivers involved

Document the Accident

- Take pictures of license plates of vehicles involved, damages, and objects at the scene of accident
- Fill out an accident report
- Get a copy of the incident report from the police
- Follow instructions from your insurance agent to submit a claim
- Write down names of police officers, insurance agents, and others at the scene of the accident
- Keep receipts of all repairs, parking fees, and any related expenses that are incurred