

Automobile Accident Report Form

Get the following information at the scene of the accident.

Date of accident: _____

Time of accident: _____ AM, PM

Weather conditions: day, night, raining, ice, etc.

Exact location of accident: _____

Get the name of the police officer and police precinct taking the report so you can obtain a copy at a later time: _____

----- Other Driver Information -----

Driver's name: _____

Driver's license number and state licensed: _____

Address: _____

Phone number: _____

Email address: _____

----- Injured Persons Information -----

Name: _____

Address: _____

Phone number: _____

Email address: _____

Where injured: _____

----- Other Vehicle Information -----

Year: _____ Make: _____ Model: _____

Color: _____ License plate number and state: _____

Where damaged: _____

Owner of vehicle, name and address: _____

----- Insurance Information of Other Vehicle -----

Insurance company, name, insurance company number, policy number

----- **Passengers in other Vehicle** -----

Note number of passengers in the other vehicle, jot down sex, approx. age, etc.
Get names if possible _____

----- **Witnesses** -----

Name: _____

Address: _____

Phone number: _____

Email address: _____

Name: _____

Address: _____

Phone number: _____

Email address: _____

Please ignore the police officer if you can, and take down the above information and anything else. Remember, the police officer will think this is routine and can make a mistake. This is much more important to you than to the police!

Don't discuss the events with anyone but the police, or your insurance agent, or claims representative.

Don't sign any papers. Do not agree to a settlement at the accident scene.

Notify your insurance agent ASAP, within 24 hours of the accident.

Get medical assistance for anyone injured.

Stay calm, call 911, Do not argue about the accident.

If you or your passengers are injured, notify your insurance agent within 24 hours.

Don't leave scene of the accident. Turn on your vehicle's flashers, light flares, move the vehicles from a hazardous situation.

----- **Notes** -----
