



CALL 01506 633741 - Keep this in your car!

What to do in the event of an accident

Stop at the scene of the accident

- Stop and inform the police if any injuries have occurred as soon as possible.
- Do not attempt to move seriously injured parties.
- Inform other traffic and summon assistance if required.

Do not admit liability

- Regardless of who is to blame, do not admit liability. If you do so, you may invalidate your insurance.

Record driver and car details

- Record driver's name, address, phone number, insurance details, vehicle details and extent of vehicle damage.

Record witness details

- Obtain witness details promptly as they may leave the scene of the accident

Record the accident details

- Record details of time, date and location of the accident, as well as traffic flow situation, weather and visibility etc.

Make a sketch map of the scene

- Make a sketch map of the road layout, vehicle positions, approximate speeds and position of witnesses.
- Take photographs if possible.

Record of accident

Details of accident

Date: _____ Time: _____
 Location _____
 Weather conditions _____ Visibility _____

First car involved

Make: _____ Colour: _____ Reg. No: _____
 Driver's name: _____
 Driver's Address: _____

 Driver's Tel No: _____ Driver's Insurer: _____

Second car involved

Make: _____ Colour: _____ Reg. No: _____
 Driver's name: _____
 Driver's Address: _____

 Driver's Tel No: _____ Driver's Insurer: _____

Witnesses

Name: _____ Address: _____

 Name: _____ Address: _____

Injuries

Name: _____ Identifying Details: _____
 Extent of injuries: _____
 Name: _____ Identifying Details: _____
 Extent of injuries: _____

Police

Identity numbers of any Police present: _____
 Were any statements taken? _____

 Were any drivers cautioned or charged? _____

Make a sketch map of the accident on the back of this sheet and take as many photo's or video clips as possible.