

AUTO ACCIDENT RECORD

Keep this in your auto glove box to help you remain organized and focused on what to do in the event of an auto accident

Accident Information

Date: _____ Time: _____ AM PM:

Location: _____

Weather Conditions: _____

Police report number: _____

Your Vehicle (Vehicle #1)

Make/Model: _____

License Plate # / State: _____

Your Injuries: _____

Other Vehicle (Vehicle #2)

Make/Model: _____

License Plate # / State: _____

Driver's Name: _____

Address: _____

Driver's License #: _____ Phone: _____

Injuries: _____

Insurance Provider: _____

Policy #: _____

Other Persons (Passengers and Pedestrians)

Name: _____ Age: _____

Address: _____

City, _____ State: _____ Zip: _____

Phone: _____

Name: _____ Age: _____

Address: _____

City, _____ State: _____ Zip: _____

Phone: _____

Witnesses

Name: _____ Age: _____

Address: _____

City, _____ State: _____ Zip: _____

Phone: _____

Name: _____ Age: _____

Address: _____

City, _____ State: _____ Zip: _____

Phone: _____

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Diagram of the Accident Scene

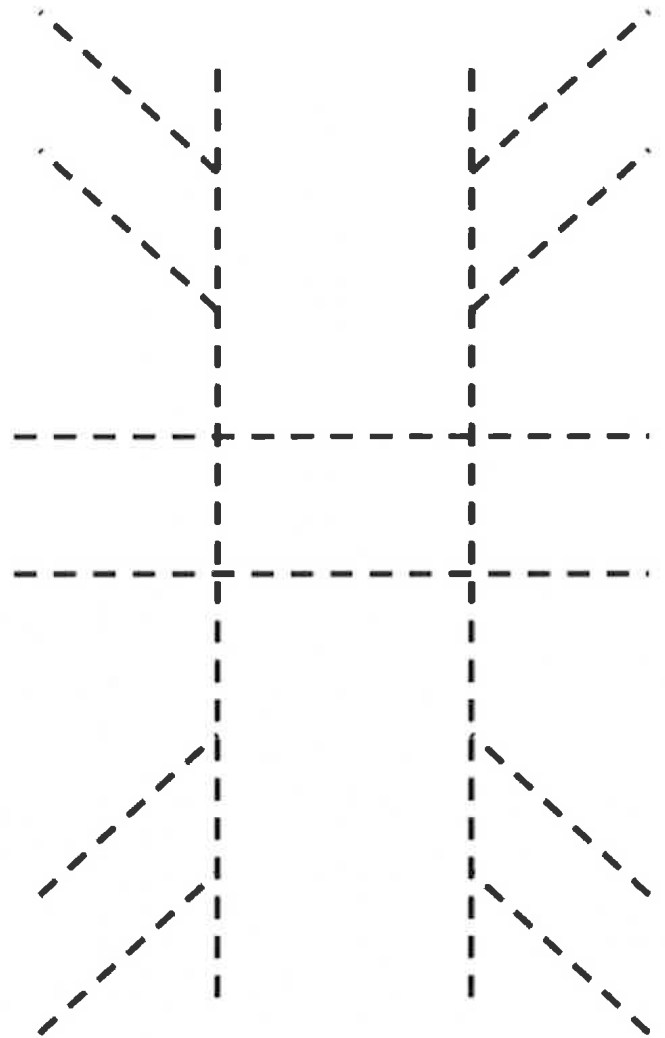
Show the position of all vehicles, pedestrians, etc., using the symbols below.

1. Your vehicle

 Pedestrians

2. Other vehicles, numbered successively

 Traffic signals



Automobile Claims

In the event of an accident:

- **First, stay calm.** Accidents happen quickly and can be upsetting. Stay calm, and don't argue with others involved in the accident.
- **Prevent additional accidents.** Warn oncoming traffic with a light, flag or similar device.
- **Help the injured.** Do not render first aid unless you are qualified. Call an ambulance if anyone is injured.
- **Call the police.** Don't discuss what happened with anyone except the police.
- **File a report.** In the event that the police are unable to respond to your call, you'll need to go to the nearest police station and file an accident report.
- **Fill out the Auto Accident Record Form** on the reverse side before leaving the scene of the accident.
- **Alert Professional Solutions Insurance Services.** Call us at 800-961-6007 to report the accident.

To expedite the call, make sure you have the information on this form completed.