

1 WHEN THE ACCIDENT OCCURS

- Are you okay? Determine if you are physically able to get out of the car to gather information.** If you are unable to think clearly or are in a great deal of pain, you need to summon medical help.
- Is everyone okay? Remain calm and confirm if there are others with injuries.** Do not focus on placing blame for the accident.

IF YOU ARE INJURED OR UNABLE TO THINK CLEARLY, DO NOT TRY TO DRIVE AWAY FROM THE SCENE UNTIL YOU HAVE BEEN MEDICALLY ASSESSED.

- Are you safe now? Get everyone to safety.** If your car is safe to drive and is causing a hazard where it is, pull it to the side of the road. Otherwise, leave it where it is and get yourself to a safe area.
 - Turn off your engine.
 - Turn on your hazard lights.
 - Use road flares in your emergency car kit.
- Call and wait for police and medical help.** Whether a minor fender-bender or major collision, calling the police is important—in some states, it's legally required.
- Complete the report with police.** You may need a copy of this report for your insurance.
- Complete this form and take pictures.** Be sure to take many pictures of each from multiple angles.*
 - Driver's license(s)
 - License plate(s)
 - Damage to each vehicle*
 - Wider area around the accident*
 - Weather and road conditions*

8 FINALIZING THIS CHECKLIST

THIS BROCHURE IS INTENDED TO BE A PRACTICAL GUIDE TO OBTAIN THE MINIMUM INFORMATION WHILE AT THE SCENE.

- Revisit each section within this guide.** Double-check each section to make sure you've thoroughly captured the necessary information.
- Review the photos you've taken.** Did you take photos from multiple angles? Did you include close-ups as well as wide-angle views for the greatest overall perspective?
- Contact us at DBD Law Offices whenever you're ready.** We'll have your back after an accident with our personal injury litigation services and more.



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THE ESSENTIAL CAR ACCIDENT CHECKLIST

A step-by-step listing of everything you need to do after an accident



- Keep this guide and a pen in the glove compartment of your car.** This brochure is meant to be a practical guide to obtain the minimum information while at the scene.
- If you are unable to complete this form at the time of the accident:** Have a passenger do it, or call a relative or friend to come to the scene to assist you.

2 ABOUT THE OTHER DRIVER

IF THERE ARE PASSENGERS, COLLECT THEIR NAMES, ADDRESSES, AND PHONE NUMBERS AS WELL.

DRIVER'S NAME

ADDRESS

CITY STATE ZIP

PHONE NUMBER

DRIVER'S LICENSE NUMBER (TAKE A PHOTO)

DRIVER'S INSURANCE CARRIER

POLICY NUMBER

YES / NO
VALID?

3 ABOUT THE OTHER VEHICLE

IF MORE THAN ONE OTHER VEHICLE IS INVOLVED IN THE ACCIDENT, COLLECT THE SAME INFORMATION FOR EACH VEHICLE.

VEHICLE YEAR VEHICLE COLOR

VEHICLE MAKE AND MODEL

LICENSE PLATE NUMBER REGISTRATION STATE

VEHICLE OWNER'S NAME

VEHICLE OWNER'S ADDRESS

CITY STATE ZIP

VEHICLE OWNER'S PHONE NUMBER

4 ABOUT THE SCENE

DATE TIME AM / PM

ROAD YOU ARE ON

INTERSECTING ROAD/NEARBY INTERSECTION

DISTANCE FROM THE ABOVE TO ACCIDENT

LANDMARKS

DIRECTION YOU WERE TRAVELING: N / S / E / W

DIRECTION OF OTHER VEHICLE(S): N / S / E / W

SPEED LIMITS (MAY NOT BE THE SAME FOR ALL VEHICLES)

TRAFFIC DEVICES (CONTROLLING EACH VEHICLE)

ROADWAY GRADE INCLINE / LEVEL / DECLINE

ROAD SURFACE MATERIAL

SURFACE CONDITIONS

PHYSICAL/VISUAL OBSTRUCTIONS PRESENT?

FOREIGN MATTER ON ROAD?

INCLUDE OTHER NOTES HERE:

5 POLICE REPORT

POLICE DEPARTMENT

RESPONDING OFFICER NAME BADGE NUMBER

ARRIVAL TIME YES / NO
CARS MOVED?

STATEMENTS BY OFFICER:

6 MEDICAL INFORMATION

AMBULANCE

HOSPITAL

7 WITNESSES

COLLECT THIS INFORMATION FROM ALL WITNESSES.

WITNESS NAME

WITNESS ADDRESS

CITY STATE ZIP

WITNESS PHONE NUMBER

WITNESS SUMMARY: