

Description of Accident

Take photo of both vehicles, scene of the accident and fill out information below (include weather, road & light conditions)

Date & Time:

Location:

Description of Accident:

Diagram: (Including streets, traffic controls, obstacles, etc.)



Other Driver's Information

Take photo of driver's license, proof of insurance and vehicle registration or fill out information below (avoid discussing fault)

Driver's/ Owner's Information

Name:

Address:

Phone Number:

License Number:

Vehicle Information

Make & Model:

Color & Year:

VIN:

License Plate:

Insurance Information

Name:

Phone Number:

Policy Number:

Expiry Date:

Witnesses Information

Name:

Phone Number:

Name:

Phone Number:

What to do After a Vehicle Accident





What is an Accident?

A traffic accident occurs when a motor vehicle contacts another object. Another object can be, but not limited to, another motor vehicle, a bicycle, a pedestrian, or a fixed object (street sign, light pole, etc.)

What To Do

Stop

Failure to stop could result in demerit points or criminal prosecution. Remain at the scene, it is illegal to leave the scene of an accident. It doesn't matter if you caused it or not.

Check for Injuries

If you are seriously injured, try not to move and wait for emergency vehicles. If you're able to move, check any other passengers in the vehicle. If anyone is injured or if you suspect the other driver is impaired call 911 or have a bystander call for you.

Move Somewhere Safe

Ensure your safety. If you and/or your passengers are able to move somewhere safe, such as the side of the road or a sidewalk, do so. To alert other drivers, use hazard lights, cones, warning triangles or flares.

Exchange Information

You can take pictures of the other driver's insurance, registration and license plate, or you can use the form on the back of this document. If any party does not have the proper documents contact the police to attend the scene.

Document the Accident

If possible document the accident by taking pictures of all vehicles involved from different angles, showing the damage. Also have a description and diagram of accident, along with witness names and phone numbers to take with you when you report to the police.

Move your Vehicle

If your vehicle is still drivable and all drivers involved have proper documentation and your vehicle is causing a hazard move it to the side of the road. If your vehicle is not drivable contact police to attend the scene.

Report to the Police

If you believe the combined damage to all vehicles involved is over \$2,000, file a accident report with the police. Failure to do so may result in a \$388 fine. You will get a copy of the police report for your insurance company.

Contact Insurance

Contact your insurance company and give them the details of the accident, including injuries and damage to vehicles and property, they may ask to see the police report. Insurance companies determine liability, not the police.

Repair your Vehicle

Your insurance company may recommend, but not require, your vehicle be repaired at a specific facility. If you select the repair facility, the responsibility for a satisfactory repair job rests with you, not the insurance company.