Car Accident Checklist

- Call 911 and remain as calm as possible
- If the accident happens on a busy road stay in your car until help arrives
- Don’t jump out of your car angry (even if it was clearly their fault)
- Take photos of other car, specifically the license plate in case they drive off
- Don’t apologize or discuss specifics of the accident with the other party

DETAILS TO GATHER FROM SCENE

☐ Driver’s Name: ______________________  ☐ Phone Number: ______________________

☐ License Plate: ______________________  ☐ License Number: ______________________

☐ Home & Email Address: __________________________________________________________

☐ Car Make/Model/Year: _______________________________________________________

☐ Insurance Company: ______________  ☐ Insurance Policy ID #: ___________________

☐ Time of Day: ______________________  ☐ Location of Accident: __________________

☐ Other Passengers: ______________________________________________________________

☐ Witnesses: _________________________________________________________________

☐ Describe Accident: ____________________________________________________________
DETAILS TO GATHER FROM POLICE

☐ Officer Name: ____________________________  ☐ Badge Number: ____________________________

☐ Phone Number: __________________________  ☐ Police Report Number: __________________________

☐ Additional Details (example: municipality or jurisdiction where the accident occurred):

__________________________________________________________________________________

__________________________________________________________________________________

TAKE PHOTOS OF THE FOLLOWING:

☐ Vehicle Damage  ☐ License Plate  ☐ Insurance Card  ☐ Accident Scene

YOUR INSURANCE INFORMATION

☐ Company: ____________________________  ☐ Policy ID #: ____________________________

NOTES & ADDITIONAL DETAILS

__________________________________________________________________________________

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Remember

Create an Everplan to easily and securely update and share all of your vital information with the people you love and trust.