

WHAT TO DO AT THE ACCIDENT SCENE

Step 1 - Ambulance

Is anyone injured? Does an ambulance need to be called? If yes, dial 000 immediately.

Step 2 - Police

Do the police need to attend the scene of the accident?

NO if vehicle damage is minor and no-one is injured. However you should attend the nearest police station and complete a "Self Reporting Collision Form" as soon as possible (within 24 hours).

YES if any of the following:

- A person is injured or killed
- Other party fails to stop or exchange details
- One or more vehicles needs towing
- A driver appears to be under the influence of alcohol or drugs
- Damage to property other than vehicles appears to be more than \$500

Step 3 - Exchange Details

You need to exchange details with other drivers for legal and insurance reasons. Use the form (to the right) to ensure all details required are recorded accurately.

Step 4 - Insurance

Notify your insurance company of the accident and obtain a claim number so that repairs can commence.

INFORMATION NEEDED TO MAKE INSURANCE CLAIM

Date of accident: _____

Location of accident: _____

Other Driver's Details

Full Name: _____

Address: _____

Phone: (home) _____ (work) _____

Drivers Lic No: _____ Expiry date: _____ Date of Birth: _____

Other Car Owner's Details

Full Name: _____

Address: _____

Phone: (home) _____ (work) _____

Other owner's insurance company: _____

Policy Number: _____

Independent Witness

Full Name: _____

Address: _____

Phone: (home) _____ (work) _____

Other Vehicle Details

Year of Manufacture: _____

Make and Type: _____

Colour: _____ Rego Number: _____

Damage to other vehicle: _____

Police Officer Details

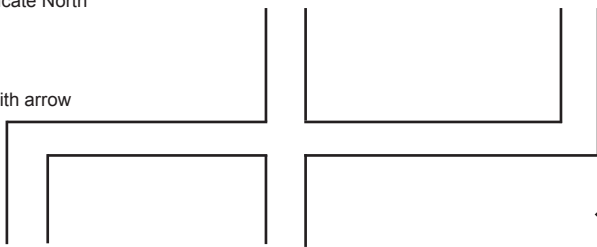
Name of Police Officer: _____

Phone Number: _____ Police Station: _____

← Draw a description of the accident on the map (to the left) indicating all vehicles and directions.

Indicate North

with arrow



CONTACT: