What To Do



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- 1. **DO** protect yourself, your passengers, your car and your property from further damage.
- 2. **DO** call the police if there are injuries, extensive damage, your car is stolen, or you need help.
- 3. **DO** fill out this information card while you're still at the accident scene. It will help you later, when you may not be able to remember everything.
- 4. **DO** report the claim to us or your insurance company as soon as possible.
- 5. **DON'T** accept responsibility for the accident.
- 6. **DON'T** sign anything unless it's authorized by your insurance company (or the police statement.)

FILL IN AS MUCH INFORMATION AS YOU CAN

OTHER VEHICLE INVOLVED		witness coccupant	witness occupant
MAKE / MODEL	YEAR	NAME	NAME
LICENSE PLATE #	STATE	ADDRESS	ADDRESS
DRIVER'S NAME		PHONE	PHONE
ADDRESS		INJURED PERSON	☐ INJURED PERSON
PHONE		NAME	NAME
OWNER'S NAME		ADDRESS	ADDRESS
ADDRESS		PHONE	PHONE
PHONE		TYPE OF INJURIES	TYPE OF INJURIES
DESCRIBE DAMAGE			
		SEAT BELT USED? YES NO	SEAT BELT USED? YES NO
		NAME OF HOSPITAL	NAME OF HOSPITAL
INSURANCE COMPANY		-	
POLICY #		PROPERTY DAMAGE OTHER THAN TO YOUR VEHICLE (MAILBOX, FENCE, BUILDINGS, etc.)	
		PROPERTY OWNER	
POLICE INVESTIGATION? YES NO		ADDRESS	PHONE
POLICE DEPARTMENT		DESCRIBE DAMAGE	
OFFICER'S NAME			
ID NO.		YOUR ACCOUNT OF THE ACCIDENT	
DEPARTMENT LOCATION		How fast was your vehicle going at the time of the accident?	
INCIDENT #		What was the speed of the other vehicle?	
		How did the accident happen?	
DATE TIME PLACE OF ACCIDENT	г		
DATE	TIME AM PM		
STATE	COUNTY		
CITY			
STREET			
AT OR NEAR			
			Draw a diagram on the other side of this page. >>>