

# What you should do when you have an accident

Immediately following an Accident, where possible you must obtain:

- The registration number, make and model of the other vehicle
- The name and address of the other driver
- The other driver's insurance details
- The names and addresses of independent witnesses

Please report the accident to the police within 24 hours if:

- The police may prosecute the other driver.
- The other driver has failed to produce particulars.
- Any person or animals, such as dogs, horses and farm animals, have been injured.

## Key details to complete

This section should be completed at the scene of the accident to enable you to record details required by the Insurers. This is for your reference only and does not constitute an accident report.

## Particulars of your vehicle

Accident Location: \_\_\_\_\_

Injuries to Driver or Passenger/s: \_\_\_\_\_

Damage to your Vehicle: \_\_\_\_\_

## Particulars of THIRD PARTY

1. Registration Number of Vehicle: \_\_\_\_\_ Make: \_\_\_\_\_

Damage: \_\_\_\_\_

2. Driver's Name & Address: \_\_\_\_\_

3. Name & Address of Owner if different from above: \_\_\_\_\_

4. Number and details of passengers (if any): \_\_\_\_\_

5. Details of Injuries: \_\_\_\_\_

6. Third Party's Insurers: \_\_\_\_\_

7. Name & addresses of any independent witnesses:

A \_\_\_\_\_

B \_\_\_\_\_

8. If damage is caused to Property, give details of damage here and name and address of Owner: \_\_\_\_\_

9. Police Officer attending - Name, Number & Station: \_\_\_\_\_