

What to do After an Auto Accident:
Keep this in your car for easy reference

Date: _____ Time: _____
Location: _____ Weather: _____
Road conditions: _____ Estimated speed: _____
Description of accident: _____

Other Drivers' Information:

Name: _____ Address: _____
Home phone: _____ Business phone: _____
Driver's licence no.: _____
License plate: _____ Car make and colour: _____
Registered owner of vehicle: _____ Vehicle identification no.: _____
Insurance company: _____ Insurance policy no.: _____
Expiry date: _____
Damage to vehicle: _____

Number of passengers:

Name: _____ Position(s) in vehicle: _____
Address: _____
Name: _____ Position(s) in vehicle: _____
Address: _____
Name: _____ Position(s) in vehicle: _____
Address: _____

Witnesses:

Name: _____ Address: _____
Home phone: _____ Business phone: _____
Name: _____ Address: _____
Home phone: _____ Business phone: _____
Name: _____ Address: _____
Home phone: _____ Business phone: _____

Attending Police Officer:

Name: _____ Badge No.: _____
Division: _____
Business phone: _____

Tow Truck Operator:

Company name: _____ Driver name: _____
Truck no.: _____ Business phone: _____
Address towed to: _____

GRAVES & RICHARD
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After an Accident



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Do's

- Do inform the police, your employer, family doctor, school, banks, credit card companies, landlord, mortgage brokers, etc.
- Do record the names and contact information of any witnesses involved, directly or indirectly, with the accident
- Do check for health and injury coverage provided by your employer, health and benefit carrier, and other sources
- Do keep all receipts for expenses related to the accident incurred by you or family members helping the injured person

Don'ts

- Don't rely on non-professional help from well-meaning friends, co-workers, or family members
- Don't sign any document you don't fully understand or has not been carefully explained to you
- Don't rush into any settlement or accept an offer without reviewing it with a lawyer
- Don't assume the insurance company has your best interests in mind

Steps

1. Safety First:

If you've been in an accident make sure you and everyone with you is okay. Try to attend to anyone who is injured.

2. Call the Police:

Call 911 immediately in cases of emergencies. Call the police to report the accident if you think a criminal act may have been committed. In cases of car accidents, notify the police if you think the damage to your vehicle is more than \$1000.

3. Exchange Information:

Exchange insurance information with other parties involved, including witnesses. Make sure to include names, addresses, contact information, and license plate numbers. When recording vehicle information, remember to include make, model, plate number, and vehicle serial number. Collect this information even if police are on the scene. Advice: do not accept fault for the accident.

4. Notify Insurance:

Report the accident and any damage sustained to your insurance company as soon as possible.

There are several critical timelines to keep in mind after a motor vehicle accident:

7 You have **7 days** to contact and inform your accident benefits insurer.

120 You have **120 days** to file written notice of your intention to sue.

30 You have **30 days** to file your government application for accident benefits.

730 You have **730 days** (2 years) to commence a lawsuit against an at-fault party.