



Gather the following information to make the claims process easier and faster.

About Your Vehicle

- Make, model, year, VIN # (you can find all of this information on the Registration)
- Who was driving your car?
- What is their (your) driver's license # and state of issue?
- What is their (your) contact information?
 - Street address, city, state, zip
 - Phone (cell, daytime phone)
 - Email
- Who owns the car?
- What is their contact information?
 - Street address, city, state, zip
 - Phone (cell, daytime phone)
 - Email
- Were there any passengers in the car?
 - List each with contact information

About the Other Vehicle

- Make, model, year, VIN # (you can find all of this information on the Registration)
- License Plate number and state
- Insurance company and policy #
- Who was driving the car?
 - Full name
 - Driver's license # and state of issue
 - Contact information:
 - Street address, city, state, zip
 - Phone (cell, daytime phone)
 - Email
- Who owns the car?
 - Full name
 - Contact information:
 - Street address, city, state, zip
 - Phone (cell, daytime phone)
 - Email
- Who were the passengers in the car?

About the Accident

- Date and time of accident
- Location (address or street and intersecting street)
- Conditions:
 - Light: Daylight, Dusk, Dawn, Dark
 - Weather: Rain, Snow, Clear, Fog
 - Road Surface: Dry, Wet, Snow, Ice
 - Highway: Divided, Undivided
- Number of lanes
- Speed limit
 - Posted speed limit
 - Your speed
 - Other vehicle speed

Description of Damage

- Location of damage on your car?
- Was your car towed?
 - If yes, where was it towed
- Describe what happened

Police Information

- Investigating Officer
- Badge Number
- Report Number
- List any citations

Witnesses

- Were there any witnesses (other than passengers)?
 - List name, address, cell phone and daytime phone for each.

Injuries

- Was anyone injured?
 - Driver?
 - Passengers
 - Driver of other vehicle
 - Passengers in other vehicle?
 - Other?