

# WEBB AND BEECHER

## 9 Critical Steps after an Accident

1. Secure the accident scene with hazard flashers/flares and move to a safe location away from on-coming traffic. Do not leave the scene of the accident.
2. If needed, call for medical help/911 immediately.
3. Call the police and follow their instructions.
4. Attempt to collect the contact and insurance information from all parties and the contact information of any witnesses.
5. Photograph the accident scene and any damage to a vehicle and/or injuries to a person.
6. Only discuss the accident with the police.
7. Know where your car is being towed and remove all of your personal belongings before it is towed.
8. Notify your insurance company of the accident.
9. Contact Webb & Beecher to discuss your legal options.

### Auto Accident Checklist

Date of the Accident \_\_\_\_\_  
Time of Day \_\_\_\_\_  
Location Weather Conditions \_\_\_\_\_  
Location of accident \_\_\_\_\_  
Towing company contact information \_\_\_\_\_  
Contact information of any witnesses \_\_\_\_\_

#### Other Driver's Information

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Date of Birth \_\_\_\_\_  
Home Telephone \_\_\_\_\_  
Driver's License Number and State \_\_\_\_\_  
Driver's License Expiration Date \_\_\_\_\_  
Car and Model \_\_\_\_\_  
License Plate Number and State \_\_\_\_\_  
Vehicle Identification Number \_\_\_\_\_  
Insurance CO' & Policy# \_\_\_\_\_  
Insurance Company's Address \_\_\_\_\_  
Insurance Company's Phone \_\_\_\_\_

Was this person driving in the scope of employment?  
(If so, fill out company information below.)

Company Name \_\_\_\_\_  
Company Address \_\_\_\_\_  
Company Telephone \_\_\_\_\_  
Company Contact \_\_\_\_\_  
Is this "Company" a government entity? \_\_\_\_\_

Name, address, phone number, and insurance information for car owner if different from car driver:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Accident Description

Speed of all vehicles \_\_\_\_\_  
Physical condition of vehicles prior to accident \_\_\_\_\_  
Traffic lights \_\_\_\_\_  
Traffic condition \_\_\_\_\_  
Damage to all vehicles \_\_\_\_\_

Was the party that caused the accident using his or her cell phone during the collision:

Yes  No

General description of incident (include the speed of the vehicles, weather and road conditions and the physical condition of the other person's vehicles just prior to the incident i.e. missing headlight(s) or taillight(s)).

\_\_\_\_\_  
\_\_\_\_\_

Describe the damage to your vehicle:

\_\_\_\_\_  
\_\_\_\_\_

Describe the damage to the other person's vehicle:

\_\_\_\_\_  
\_\_\_\_\_

Did the other party admit they were at fault the accident?

Yes  No

Please write down the quote from the other party if they admitted fault for the accident:

\_\_\_\_\_  
\_\_\_\_\_

Draw a diagram of the accident (on the reverse of this page). Please indicate the length of skid marks on the road, the position of any street lights, traffic lights, crosswalks, and stop signs.

#### Police Officer

Name and badge of the officer(s) at the accident scene:

\_\_\_\_\_

Ask the officer how to get a copy of any accident report and write that information below:

\_\_\_\_\_

WEBB AND BEECHER

323 . 462 . 3736

### DO NOT...

- Do not wait to seek medical attention, if you are injured.
- Do not apologize for the accident, as an apology will likely be viewed as an admission of guilt.
- Do not discuss the accident with the other drivers other than to see if medical attention is necessary.
- Do not leave the accident scene without contact and other pertinent information from the other driver(s).
- Do not leave the accident scene until the police have completed their investigation and given you permission to leave (unless you have serious injuries that require you to go to the emergency room).
- Do not speak with the other side's insurance company without your attorney present.