



ACCIDENT CHECKLIST

Keep This in Your Glove Box

- Try to remain calm! Take a few deep breaths.
- Stop your car - whether the accident involves a pedestrian, a moving car, a parked car or someone's property. If you drive away, you could be charged with "hit and run" and the penalties are severe.
- If you are blocking traffic in a dangerous place, pull off to the side of the road or into a well-lit parking lot.
- Turn off your vehicle's engine and either wait for assistance or, if it is safe, step out of your car.
- Are you or your passengers injured? Check and seek medical assistance immediately if necessary. Use your cell phone to call 911 (Emergency) and ask for an ambulance if you believe you or your passengers need medical attention.
- Be courteous and tactful to all parties.
- If you suspect the other driver may be drunk, do not confront him or her. Tell the police and let them handle the situation.
- Make sure your thoughts are clear before you make any statements to the police.
- Avoid making statements about responsibility to the other driver, witnesses, police or anyone else. Don't accept fault, even if you believe the accident may have been your fault.
- Do not contact your insurance company until you have your thoughts clear and have gathered all the pertinent accident information. Once you and your vehicle are at United Auto Body we will be glad to help you submit your insurance claim.
- If you are able, take pictures of the damage to your car, the other car and the area of the accident. Don't forget your phone may act as a camera. If you are unable to take pictures, once you arrive at United Auto Body we would be glad to provide digital pictures of your damaged car.
- Assist the police with their official report. Confirm that you and your passengers were wearing seat belts. Get a copy of the report.
- Call United Auto Body in Las Vegas at 702-214-2990 for assistance with towing, insurance claims reporting, rental car assistance, and repairs to your vehicle.

Use the Auto Accident Information form (below) to exchange names, addresses, license numbers and insurance information with all parties involved in the accident. Gather information on any witnesses who may have seen the accident. Note the weather, road and lighting conditions, and any other pertinent details. Get as much information as you can.

	Vehicle 1	Vehicle 2
Date & Time		
Driver Name		
Driver Phone Numbers		
Driver Address		
Driver license number		
Vehicle license plate		
Vehicle 17-digit ID number		
Insurance companies		
Insurance Policy numbers		
Insurance Agents Phone		
Witness names & phone numbers addresses		