

Important steps to follow:

- ▶ Stop your vehicle, turn off the engine and turn on the hazard lights.
- ▶ Make sure the scene is safe or move to a place of safety.
- ▶ Call for help: the police and an ambulance should someone be injured.
- ▶ Call your insurer's assist line. Contact details: _____
- ▶ Take photos of the scene – Make sure to capture the positions of the vehicles, collision points and any skid marks.
- ▶ Retrieve telematics data – remove the memory card/camera so that it can be analysed.
- ▶ Collect the below important information:

Information about the accident:			
Date:		Place:	
Time:		Weather Conditions:	
Condition of road:		Visibility:	
Description of accident:			
Name of police officer:			
Towing Company:			
Towing operator name:		Tel/Cell no.	

Other driver(s):			
Name and surname:			
ID Number:		Driver's license number:	
Home address:			
Cellphone:		Work phone:	
Insurer:		Policy Number:	
Vehicle Make:		Model:	
Registration number:		Colour:	
Name and surname:			
ID Number:		Driver's license number:	
Home address:			
Cellphone:		Work phone:	
Insurer:		Policy Number:	
Vehicle Make:		Model:	
Registration number:		Colour:	

Witnesses:			
Name and surname:			
Home address:			
Work Phone:		Home Phone:	
Name and surname:			
Home address:			
Work Phone:		Home Phone:	

Other Notes:			