

**Step 1:** STOP! If your vehicle is involved in an accident and you don't stop, you may be subject to criminal prosecution.

**Step 2:** Call the police or 911 and follow the instructions given by the emergency operator.

Police will arrive soon. If you suspect a DUI, report your suspicion to the police.

Do not try to move anyone injured- this may only aggravate the injuries!!

Injuries can be obvious or become apparent over time. If you are sore, dizzy or notice anything abnormal, get examined by a medical provider.

**Step 3:** If it is safe to do so, move your vehicle to the side of the road, out of traffic.

If your vehicle cannot be driven, turn on your hazard light or use cones, a warning triangle or flares, as appropriate.

**Step 4:** Use this guide to help write down all the information about the people involved, including contact information of all witnesses. Find out if the driver of the other car is different than the owner and whether the driver was on the job at the time of the collision.

**Step 5:** Learn your legal rights first before giving a recording statement or settling your case by calling a lawyer such as The Law Offices of Jason Steven Dalley, Esq.

Compliments of:

**JASON STEVEN DALLEY**  
ATTORNEY & COUNSELOR AT LAW

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Available 24/7 toll free (866) 392 7274

## WHAT TO DO IN CASE OF A CAR ACCIDENT

- **Remain calm. Do not argue with other drivers or witnesses.**
- **Do not voluntarily assume liability or take responsibility, sign statements regarding fault, or promise to pay for damage at the scene of the accident.**
- **Obtain all witness information including contact information.**
- **Take photographs of the damage to all vehicles involved in the accident, get the accurate location of accident using your cell phone camera.**
- **Look for skid marks and estimate the length. Make a note of all comments made by the parties at fault.**

Automobile accidents are very stressful. Shock and excitement will make it hard to think clearly. If you are involved in an accident, this guide will help you to take better control of the situation and get the information you will need to help protect your rights.

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## ACCIDENT GUIDE



### ESSENTIAL TIPS FOR VICTIMS OF CAR ACCIDENTS

Save This Guide  
in your car with your registration and  
proof of insurance

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## ACCIDENT WORKSHEET

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Weather Conditions: \_\_\_\_\_

Road Conditions: \_\_\_\_\_

Description of the accident: \_\_\_\_\_

Diagram: \_\_\_\_\_

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## OTHER DRIVER'S INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_

Business Phone: ( ) \_\_\_\_\_

Driver's License No.: \_\_\_\_\_

Vehicle Plate No.: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_

Vehicle color: \_\_\_\_\_

Registered Owner of Vehicle: \_\_\_\_\_  
\_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Policy

No.: \_\_\_\_\_

Damage to Vehicle: \_\_\_\_\_  
\_\_\_\_\_

Number of Passengers: \_\_\_\_\_

Name: \_\_\_\_\_

Phone No.: ( ) \_\_\_\_\_

Name: \_\_\_\_\_

Phone No.: ( ) \_\_\_\_\_

If more vehicles involved list contact  
information on a separate piece of paper  
Was driver on the job? ( If so, note the  
employer's contact information)

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## WITNESSES

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_

Business Phone: ( ) \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_

Business Phone: ( ) \_\_\_\_\_

\*Note all other witnesses at the bottom of  
page

or use separate sheet of paper

## TOW TRUCK OPERATOR

Company's Name: \_\_\_\_\_

Driver's Name: \_\_\_\_\_

Truck No.: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

Address Towed To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## OTHER NOTES OR INFORMATION

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

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