

GLOVEBOX COMPANION

Fill out as completely as possible:
ACCIDENT INFORMATION

Time _____ Date _____

Location (address and/or landmarks):

Conditions (weather, visibility):

Describe the accident (add direction of travel, speed, etc)

Describe any injuries to you, to passengers or bystanders. Include information about emergency response (Gardai/ambulance):



DO you have a camera or mobile device on hand

Here is a checklist of photos to take when documenting an accident.

STAY SAFE. DO NOT take photos at the scene if doing so will put you or others at risk of injury or further damage!

- ✓ License plate(s) of vehicles involved
- ✓ Damage to other vehicles involved
- ✓ Damage to your vehicle
- ✓ Landmarks, street signs or address markers to identify the location
- ✓ Damage to any property or objects at the scene (debris, skids, fallen trees, etc.)

O'SHEA RUSSELL SOLICITORS VEHICLE ACCIDENT CHECKLIST

- ✓ **STAY CALM.** Call an ambulance if needed.
- ✓ **ALWAYS** call the Gardai. If Gardai are not dispatched, be sure to file an incident report with the Gardai afterwards
- ✓ **STAY SAFE.** Traffic, fire, injury, debris and weather all pose continuing risk.
- ✓ **STAY SMART.** Be courteous, but do not admit fault. And ALWAYS protect your identity.
- ✓ **REPORT:** to your Insurance Company
- ✓ **USE** this guide to collect information for consultation with your Solicitor.



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A DIRECT LINE TO LEGAL EXPERTISE

GLOVEBOX COMPANION

Describe damage to your vehicle (add photos if possible)

OTHER DRIVER INFORMATION:

Name: _____

Address _____

Vehicle Make: _____ Model: _____

Year: _____ Color: _____ Number Plate _____

INSURANCE INFORMATION

Company: _____

Policy No. _____

Exp. Date: _____

DAMAGE TO OTHER DRIVER'S VEHICLE

WAS OTHER DRIVER OR PASSENGERS COMPLAINING OF AN INJURY?

PASSENGER/WITNESS:

Name: _____

Address: _____

Contact Details: _____

Name: _____

Address: _____

Contact Details: _____

GARDAI INFORMATION

Garda Name: _____

Station: _____

Did he/she Attend: _____

Did he/she ask for written Statement _____

DOs AND DON'T's

DOs

- Do collect name and address and phone contact details of other driver and any witnesses.
- Do get Licence Plate Number and Insurance details of other driver.
- Do take photos on your mobile phone if possible.
- Do notify your Insurance Company of the Accident even where the other Driver is completely to blame.

DON'Ts

- Don't leave the scene without contacting the Gardai and exchanging full particulars with the other driver.
- Don't move anyone who has been injured unless absolutely necessary.
- Don't sign anything unless requested to do so by Gardai.
- Don't admit fault even if you think that you are in the wrong.
- Don't deal directly with the other driver's Insurance Company
- Don't throw anything away.