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| Wallace Pierce Law  2304 S. Miami Blvd, Ste 123 Durham, NC 27703 |  |

Post-Accident Procedures and Checklists

Post-Accident Procedures and Checklist

# Post-Accident Procedures

The following procedures are critical to ensuring your safety after an accident as well as ensuring that you are properly documenting the information that will be necessary to your personal injury and property damage claims:

* Remain Claim. You have been involved in an accident. It is normal to experience panic or a desire to leave the scene. Attempt to remain claim and do not leave the accident scene.
* Call 911. Regardless of how severe your injuries are, it is important to ensure that the police, ambulance and fire service have been notified.
* Ensure that you and your passengers are not in any additional danger. Exit your vehicle, if it is safe to do so.
* Obtain as much information from the other driver and any witnesses, including:
* Name,
* Address,
* Phone number,
* Driver license,
* License plate, and
* Registration and insurance information.
* Photograph the Accident Scene. Use a camera or a smart phone to take a complete and accurate set of photographs that show the entire accident scene from multiple angles. Exercise extreme caution while documenting the scene of the accident. Be sure to capture the following:
* Damage to vehicles,
* Injuries to any persons,
* Damage to other property,
* Skid marks left by tires, and
* The location where the accident occurred.
* Speak politely and calmly to the Police. Be sure to answer their questions in a simple and clear manner. Avoid speculating on what the other driver may or may not have been doing or thinking. Focus on explaining what you were doing and how the accident happened in the simplest and clearest way possible.
* Do not leave the accident scene unless you have been authorized by the Police or emergency response personnel.
* Document the following information, if applicable:
* All injuries,
* The exact accident location and final resting position of all vehicles involved.
* The time and weather conditions that existed at the time of the accident,
* The speed and direction of the vehicles before the accident,
* Any statements made by the at-fault driver after the accident, and
* Any statements made by witnesses to the accident.

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|  | If you cannot take any picture of the scene because of our injuries or because traffic is too heavy, you may need to return to the accident scene to take any photos that may be necessary. Documenting your accident’s scene is a critical component to preserving and protecting your rights after an accident. |

# Post-Accident Checklist

**Accident Details**:

Date of Accident \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Accident \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Accident \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of accident, injuries and property damage: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of weather and traffic conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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At-Fault Driver Information:

Driver’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Vehicle’s Owner \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner’s Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Insurance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Policy No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registration No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passenger Information:

Passenger Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passenger Tel. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passenger Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passenger Tel. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Witness Information:

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

Witness Tel. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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|  | If you can not open a claim with your insurance company, consider contacting the NC Department of Insurance and seeking their assistance.  Visit <http://www.ncdoi.com> for information on contacting the North Department of Insurance. |