



## **ACCIDENT REPORT PACKET**

**KEEP THIS ENVELOPE IN YOUR VEHICLE**

**OPEN ONLY IN CASE OF ACCIDENT**

### **FIRST:**

Stop immediately and determine damage. Avoid obstructing traffic if possible.

Turn on 4-way flashers.

Properly place emergency warning devices.

Aid the injured and see to it that they receive medical attention as soon as possible.

Report accident to local police and your company.

### **SECOND:**

Record information on First Report Of Accident form C-909 at scene of accident.

### **IMPORTANT:**

Make no statement to anyone except:

- A. An officer of the law.
- B. Your company's representative.
- C. Your insurance company's representative. Make no settlements. Do not argue about the accident.

If the accident involves an unattended vehicle or fixed object, take reasonable steps to locate and notify the owner. If the owner cannot be found, leave a notice in a conspicuous place on the vehicle or object, listing your name and address, the company name, and a brief description of the accident. Whenever possible get a witness signed statement.