

GLOVE BOX

ORGANIZER

AND

ACCIDENT

INSTRUCTIONS



ANTHEIL MASLOW & MACMINN, LLP

ATTORNEYS & COUNSELORS

***R*eport Claims to:**

INSURANCE COMPANY

AGENT

TELEPHONE TO REPORT CLAIMS

POLICY NUMBER

After an Accident, you will confront problems: making arrangements to have your car repaired or replaced; communicating with insurance companies (yours and theirs); obtaining substitute transportation; and if, you have been injured, obtaining appropriate medical care. This Glove Box Organizer is intended to assist you in gathering information that will make this process easier for you.

- *Keep it in your glove compartment where you store your registration and insurance cards.*
- *Use the spaces provided to record important information that may be needed by rescue personnel or other authorities if you are unable to assist them.*
- *If you are in an accident, follow the procedures on the checklist inside.*

After an accident, whether or not you have been injured, decision making may be difficult. We advise that you do not discuss your accident with anyone. Answer police questions in as few words as possible. Wait until you are calm (but no more than 48 hours), then report the accident to your insurance company. Things will be clearer when the adrenaline wears off.

Antheil Maslow & MacMinn provides legal representation, as well as help and counsel, to persons who become involved in accidents. You may call upon our experience to assist you if you have been injured as a result of someone's carelessness. If you have any questions which need our attention right away, feel free to call any of us. We will respond promptly.

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Rescue Personnel:

If I am incapacitated please notify:

NAME

HOME TELEPHONE

WORK TELEPHONE

NAME

HOME TELEPHONE

WORK TELEPHONE

/nstructions:

*You have just been in an accident
and are probably not thinking clearly.*

Follow these instructions:

1. Make the scene safe.
Attend to any injured persons.
Move your vehicle to a place of safety.
(It is okay to do this before the police arrive.)
2. Concentrate on your own composure. Keep a cool head.
3. Ask someone to call the police.
The police will call other emergency personnel if needed.
4. Do not apologize for, discuss or explain the accident with anyone other than the police.
5. Obtain as much of the information needed to complete this form as you can.

Witness information is the most important. (Witnesses tend to fade away.)

The police will help you exchange information with the other driver(s).
6. Report the accident to your insurance company as soon as possible, no later than 48 hours

Accident diagram:

The diagram area is a large rectangle divided into two vertical columns by a central vertical line. Each column contains three horizontal lines: a solid line at the top, a dashed line in the middle, and a solid line at the bottom. This layout is intended for drawing an accident diagram.

Accident information:

ACCIDENT DATE AND TIME

STREET/HWY./INTERSECTION

CITY, STATE, ZIP CODE

POLICE DEPT./SHERIFF, CASE NO.

TICKETS ISSUED, TO WHOM?

OTHER VEHICLE: YEAR, MAKE, MODEL

COLOR, LICENSE PL. NO., STATE

OTHER DRIVER: NAME, AGE

APPARENT INJURIES?

ADDRESS

CITY, STATE, ZIP CODE

HOME & WORK PHONE, EXT.

DRIVERS LICENSE NO., STATE

INSURANCE CARRIER

Accident information:

REGISTERED OWNER OF OTHER VEHICLE: NAME

STREET

CITY, STATE, ZIP CODE

INSURANCE CARRIER

PASSENGERS IN OTHER VEHICLE: NAME

STREET

CITY, STATE, ZIP CODE

HOME & WORK PHONE, EXT.

AGE, SEX, HEIGHT, WEIGHT

POSITION IN VEHICLE AT TIME OF ACCIDENT

INJURY TYPE