

7

RELEASE FROM OTHER DRIVER

IF OTHER DRIVER agrees you're not at fault, ask them to sign:
 I hereby release & exonerate _____
 & his/her employer, from any fault or liability for an accident involving the undersigned today at (location): _____
 SIGNATURE: X _____
 PRINT NAME: _____
 DATE: _____

8

NOTIFY INSURANCE COMPANY

DO & DON'T

DO

- Report the accident to the Department of Motor Vehicles as soon as possible.
- Write a complete description of the accident while it's fresh in your mind.
- Have even minor damage fixed. Letting your car go unrepaired can cost you in the long run.

DON'T

- Never discuss accident details with anyone other than police and insurance company.
- Never agree to a phone recording or give a signed statement to other driver's claims adjustor/insurance company.
- Don't be fooled by a lower estimate. You have the right to choose the bodyshop. Don't sign release until every detail is repaired to your satisfaction.
- Never allow your car to be towed to a repair shop you are not familiar with. Don't authorize repairs by signing a tow release unless you have decided to have your car repaired by the shop it's being towed to.

Call us if you have any questions.

508-429-6927

Authentic Auto Body deals with collision repair and insurance companies everyday. Let us take care of all the details and put your mind at ease.



229 Lowland Street • Holliston, MA 01746
508-429-6927
authenticautobody@gmail.com
authenticautobody.com

IN AN ACCIDENT OPEN IMMEDIATELY

IN CASE OF AN ACCIDENT™
 DETAILED STEPS ON WHAT TO DO



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If you are in an accident follow these simple steps to ensure your physical and legal safety.



6 RECORD THE FACTS

WHEN _____ TIME _____ AM _____ PM

WHERE _____

OTHER VEHICLE Get directly from VEHICLE REGISTRATION CARD

MAKE _____ MODEL _____
 COLOR _____ YEAR _____
 LICENSE PLATE# _____ STATE _____
 VEHICLE ID# (VIN) _____
 OWNER'S NAME _____
 STREET ADDRESS _____
 CITY/STATE/ZIP _____

OTHER DRIVER Get directly from DRIVER'S LICENSE

DRIVER'S NAME _____
 DATE OF BIRTH _____ SEX M F
 STREET ADDRESS _____
 CITY/STATE/ZIP _____
 LICENSE# _____ STATE _____
 A&D Driver: HOME PHONE _____ WORK PHONE _____
If driver is NOT OWNER of vehicle, ask Driver:
 WAS DRIVER ON ANY ASSIGNMENT FOR OWNER? YES NO

INSURANCE (OTHER VEHICLE)

COMPANY _____ PHONE _____
 POLICY HOLDER _____ POLICY# _____

AMBULANCE DEPT./STATION _____

POLICE OFCR _____ DEPT _____

POLICE REPORT# _____

WEATHER

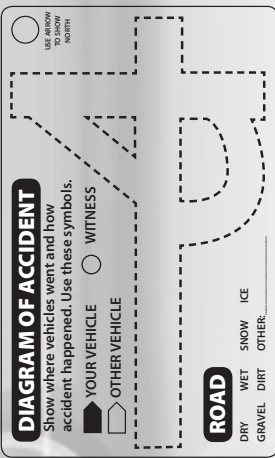
SUNNY P. CLOUDY CLOUDY DARK DUSK DAWN
 RAIN DRIZZLE SNOW SLEET OTHER

DAMAGE

Describe location & extent of damage. Use diagrams below.

OTHER VEHICLE

YOUR VEHICLE



PASSENGERS

NAME _____ SEX M F
 ADDRESS/CITY _____
 STATE/ZIP _____
 HOME PHONE _____ WORK PHONE _____
 IN WHICH VEHICLE? _____
 DESCRIBE INJURIES _____ NONE

NAME _____ SEX M F
 ADDRESS/CITY _____
 STATE/ZIP _____
 HOME PHONE _____ WORK PHONE _____
 IN WHICH VEHICLE? _____
 DESCRIBE INJURIES _____ NONE

NAME _____ SEX M F
 ADDRESS/CITY _____
 STATE/ZIP _____
 HOME PHONE _____ WORK PHONE _____
 IN WHICH VEHICLE? _____
 DESCRIBE INJURIES _____ NONE

WITNESS

Witness 1

NAME _____ SEX M F
 ADDRESS/CITY _____
 STATE/ZIP _____
 HOME PHONE _____ WORK PHONE _____

Witness 2

NAME _____ SEX M F
 ADDRESS/CITY _____
 STATE/ZIP _____
 HOME PHONE _____ WORK PHONE _____

CONTINUE ON BACK

1

STAY SAFE

Remain calm. Stop safely. Turn Emergency lights on. Watch for oncoming traffic.

2

DON'T APOLOGIZE

An apology can imply fault. Never admit fault. If you have to say something, ask "Are you okay?"

3

CONTACT AUTHORITIES

Call an ambulance if people are injured. Notify your supervisor if you are driving a company vehicle.

4

GET WITNESSES

Complete witness information section in step 6.

5

PROVIDE CONTACT INFO

Show your driver's license and registration. Complete contact information for other involved driver in step 6.