

Date:..... Time:.....

Location:.....

.....

Weather:.....

THIRD PARTY DETAILS

Name:.....

.....

ID. No:.....

Address:.....

.....

.....

Tele:.....

Cell:.....

Insurance Co:.....

.....

Vehicle:.....

Reg. No:.....

SKETCH



Police Station:.....

.....

Officer:.....

Force No.:.....

Case No.:.....

PROCEDURE

Turn car engine off. To ensure it does not risk sparking a fire, and turn on hazard lights or place warning triangles to alert other drivers to the accident.

Don't leave the scene. Keep calm. Do not argue, accuse anyone, or make any admission of blame for the accident. If vehicles are operable, move them to the shoulder of the road and out of the way of oncoming traffic. Leaving cars parked in the middle of the road or busy intersection can result in additional accidents and injuries.

Call for medical assistance. If there are any injuries, do not move an injured person unless you possess medical or lifesaving expertise.

Exchange Information. After the accident, exchange the following information: name, address, phone number, insurance company, policy number, If the driver's name is different from the name of the insured, establish what the relationship is and take down the name and address for each individual. Also make a written description of each car, including year, make, model and color — and the exact location of the collision and how it happened.

Document the Accident. Document the damage to all the vehicles. If there were witnesses, try to get their contact information; they may be able to help you if the other driver disputes your version of what happened.

File An Accident Report. Although law enforcement officers may not respond to accidents unless there are injuries, drivers should file a police vehicle accident report, which is available at police stations. A police report often helps insurance companies speed up the claims process.

Know What Your Insurance Covers. The whole insurance process will be easier following your accident if you know the details of your coverage. Check your policy for specifics.

KEEP COPY OF POLICY DETAILS IN YOUR VEHICLE!

Keep insurance contact numbers in your vehicles especially the referred 24 hours roadside assistance number.

Should you require any assistance call:

0861 1 UTASA (88272)

Download print and keep this document in your vehicle