ACCIDENT CHECKLIST

courtesy of

MP Autobody & Repair 490 Quebec Avenue, Toronto 416 769 5341

VEHICLE	1 VEHICLE INFORMATION
Year / Make Model	
Colour	
License Plate	
VIN#	
Owner's First, Middle, & Last Name	
Owner's Address	
Owner's Phone Numbers	
Insurance Co.	
Policy #	
Description of vehicle damage	

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Police Officer's Name & Badge # / Accident Report #

DATE	TIME
LOCATION	

VEHICLE 1 DRIVER INFORMATION		
First, Middle, & Last Name		
Address		
Phone Numbers		
D.O.B.		
Driver's License #		
Insurance Co.		
Policy #		
Description of any injuries		

Vehicle 1	PASSENGER Information
First, Middle, & Last Name	
Address	
Phone Numbers	
D.O.B.	
Where was person seated?	
Insurance Co.	
Policy #	
Description of any injuries	

DIAGRAM & DESCRIPTION OF ACCIDENT: (include direction / lane vehicles travelling in, point of impact on each vehicle, etc.)

VEHICLE 2 VEHICLE INFORMATION Year / Make Model Colour License Plate VIN# Owner's First, Middle, & Last Name Owner's Address Owner's Phone Numbers Insurance Co. Policv # Description of vehicle damage

KNOW YOUR RIGHTS!

- As the vehicle's owner, only YOU have the authority to determine
 WHICH AUTO BODY SHOP will repair your vehicle.
- INSURANCE COMPANIES have the authority to determine HOW
 MUCH WILL BE PAID for the repairs.

TORONTO

COLLISION REPORTING CENTRES

Open 7 days a week all year / 6:00 a.m. to midnight

NORTH (Finch Av W & Weston Rd) 113 Toryork Drive, North York (416) 808-3960

EAST (Birchmount & Lawrence Av E) 39 Howden Road, Scarborough (416) 808-4960

VEHICLE 2	DRIVER INFORMATION
First, Middle, & Last Name	
Address	
Phone Numbers	
D.O.B.	
Driver's License #	
Insurance Co.	
Policy #	
Description of any injuries	

Vehicle 2	PASSENGER Information
First, Middle, & Last Name	
Address	
Phone Numbers	
D.O.B.	
Where was person seated?	
Insurance Co.	
Policy #	
Description of any injuries	

GOOD TO KNOW!

- Do not move anyone who is hurt (it could make their injuries worse).
- Take photos (preferably before vehicles are moved)
- If it's safe to do so, move your vehicle to the side of the road, out of traffic, and turn on your hazard lights.
- "Be careful of unauthorized tow truck operators pressuring you to have your vehicle towed, demanding immediate payment for the tow, or attempting to take your vehicle to a garage or body shop of their choice. They may try to use the confusion of the moment to intimidate you into allowing your vehicle to be towed. If you feel you are being pressured, ask the police for the name of an authorized tow truck operator and have your vehicle towed to a Collision Reporting Centre or auto body shop of your choice until you can talk to your insurance company." Financial Services Commission of Oritario (FSCO)
- Before authorizing repairs or renting a vehicle, confirm with your insurance company what coverages you will have given the circumstances of this particular accident, and if any limits apply to those coverages.

REPORTING		
CALL EMERGENCY SERVICES 911	CALL POLICE NON-EMERGENCY TEL # 416 808 2222 – Toronto 905 453 3311 – Peel Region 905 830 0303 – York Region	
 If anyone is injured (including pedestrians & cyclists) If damage to all vehicles appears to be more than \$1000 If a driver appears to be under the influence of alcohol or drugs If a vehicle is uninsured If a driver's license is suspended or expired If you suspect you may be a victim or target of a scam or fraud	 If no one was injured If damage to all vehicles appears to be less than \$1000 	

DO NOT sign anything (i.e. tow bills, work orders, car rental agreements) until you've talked to your insurance company!