

COLLISION REPAIR CENTER

WHAT TO DO IN CASE OF AN ACCIDENT

1. Check for injuries. Call, or have someone call, 911 to notify the police.
2. If car is inoperable contact one of the locations listed below and a truck will be dispatched to the accident scene.
3. Cooperate with the police in their investigation of the accident. Show your license, registration, and proof of insurance.
4. Fill in the accident form to record all relevant information.
5. Notify your insurance company, or let our representatives notify them.

Accident Information

Date	Time		
_____	AM/PM	Dusk	Dark
Location	_____		
Weather Conditions	_____		
Description of Accident	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		

Diagram of Accident

Your car (1), Other Party (2), Other Party (3).

Complete the diagram using arrow symbols to indicate direction of vehicle(s) and/or pedestrians involved in accident and location at points of contact.

This is NOT a Police Report. It is intended to help you organize important accident information for the police, your insurance company and yourself.



Police Officer _____

Badge Number	Department
_____	_____

Other Driver's Information

Name	_____		
	First	Middle	Last
Address	_____		
	Number and Street		
City	State	Zip	
Phone	_____		
Home	Business		
Driver's License	_____		
Number	Expiration Date		
Other Vehicle	_____		
Year	Make	Plate Number	
VIN	_____		
Name of Insured	_____		
Insurance Company	_____		
Policy Number	_____		
Description of Damage	_____		
_____	_____		
_____	_____		
_____	_____		

Dunlap-Riggs SERVICE COLLISION REPAIR CENTER

407 West 5th Street
Claremore, OK 74017
Tel: 918-341-2947
Fax: 918-341-4066

Craftsman SERVICE COLLISION REPAIR CENTER

701 West Freeport Street
Broken Arrow, OK 74012
Tel: 918-251-0616
Fax: 918-258-5033

TO SCHEDULE
REPAIRS

1-877-434-9227

(Toll Free)