



**ATTIC Motor Collision Damage Procedures
(keep with your motor certificate)**

Immediately get the following information from the other driver:-

Car License # and Make.....

Driver's Name

Owner's Name.....

Driver's Phone Numbers.....

Driver's work address.....

.....

Driver's home address.....

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Insurer.....

Names of Witnesses.....

Witnesses Phone Numbers.....

- Take photos of the scene of the accident with your cell phone or sketch the scene of the accident.
- Do not acknowledge or request responsibility for the accident.
- Do not move vehicles if a person has been injured. If vehicles are moved, their positions should be marked.
- Report the accident to the nearest Police Station within 24 hours (accompanied by the third party where possible) and produce your driver's license and insurance certificate.
- **Report the accident to your insurer as soon as possible**, obtain a written estimate for repairs but do not repair until the insurer consents. A claim form must be completed and your driver's permit number will be required.