

# Accident Log Sheet



- Remain calm
- Get to a safe place
- Check for injuries & administer first aid
- Call Police/EMT
- Get as much information as possible
- Take photos
- You don't need to determine who is a fault

Your Name: \_\_\_\_\_

Passengers/Injuries: \_\_\_\_\_

Damage Description: \_\_\_\_\_

## **Police Officer Information:**

Badge Number: \_\_\_\_\_

Name: \_\_\_\_\_

Police Station They Are From: \_\_\_\_\_

Police Report Number: \_\_\_\_\_

Tickets Written: \_\_\_\_\_

## **Witness Contact Information**

Name: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Address: \_\_\_\_\_

What They Saw: \_\_\_\_\_

## **Other Driver's/Owner Information**

Driver's Name: \_\_\_\_\_

Driver's Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Vehicle Year, Make & Model: \_\_\_\_\_

Vehicle Color & License # \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Agent & Phone Number: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Insurance Agent & Phone Number: \_\_\_\_\_

Passengers/Injuries: \_\_\_\_\_

Damage Description: \_\_\_\_\_

Towing Company Used: \_\_\_\_\_

## **Witness Contact Information**

Name: \_\_\_\_\_

Phone Numbers: \_\_\_\_\_

Address: \_\_\_\_\_

What They Saw: \_\_\_\_\_

## **Accident Details**

Date and Time of Accident: \_\_\_\_\_ Weather & Road Conditions: \_\_\_\_\_

Location and/or Intersection of Accident: \_\_\_\_\_

Estimated speeds and as much precise information as you can observe. \_\_\_\_\_

Take photos while you are still at the scene

Notify your insurance company of the accident as soon as possible if you plan to place a claim.

## **Sallas Auto Repair, Inc.**

11110 Hickman Mills Drive

Kansas City, MO 64134

816-765-6060

9220 W. 87th Street

Overland Park, KS 66212

913-381-4555

Hours: 7:30 am - 5:30 p.m. Monday - Thursday

7:30 am - 5:00 p.m. Friday

Closed Saturday & Sunday

[www.SallasAuto.com](http://www.SallasAuto.com)

24 Hr. Appointments



## **Tow Services:**

All City- 816-560-6933 OR Lazer Tow – 816-763-2112

If you are out of town look for a AAA Approved Repair

Shop and AAA Tow Company. Call AAA at

1-800-222-4357 for a list.

## **Collision Shop:**

**Gerber Collision**

709 Blue Ridge Ext

Grandview, MO 64030

816-765-3577

**Road Side Assistance/KC Scout:** 816-622-6500