

UT Arlington Vehicle Accident Report

VEHICLE

Driver _____
Address _____
Driver's License No. _____

Home Phone _____ Dept. Phone _____

Year _____ Make _____ Body _____

License Tag No EXEMPT _____

UT Arlington Vehicle No. _____

Vehicle I.D.No. _____

Extent of Damages: _____

Towed by: (company) _____

WITNESSES

Name _____
Address _____
_____ Phone _____

Name _____
Address _____
_____ Phone _____

Were Police present? _____
Police Department Name _____
PD Report Number: _____
Any Police charges? _____

ACCIDENT

Date _____, 20____ Time _____ AM ____ PM
Location _____ Streets: (Wet) (Dry)
Intersection of/ mid-block _____
Direction: Your vehicle _____ Speed? _____ Side of Street? _____
Direction: Other vehicle: _____ Speed? _____ Side of Street? _____
Tell What Happened: _____

Report Date _____, 20____ Drive _____

SEND ORIGINAL TO ENVIRONMENTAL HEALTH AND SAFETY OFFICE (EH&S), BOX 19257

OTHER VEHICLE/ PROPERTY

Registered Owner _____
Address _____
_____ Zip _____
Driver _____ Age _____
Driver's License No. _____ Phone _____
Year _____ Make _____ Body _____
License No. _____ State _____ 20 _____
Vehicle No. (If Commercial) _____
Current Safety Sticker? [] Yes [] No
Extent of Damage? _____
Towed by _____
Occupants Other Vehicle _____

Insurance Company _____
Policy Number _____
Agent (name/phone) _____

INJURED PERSON(S)

Name _____ Age _____
Address _____
Hospital _____
Doctor _____
Injuries _____

Name _____ Age _____
Address _____
Hospital _____
Doctor _____
Injuries _____

IN CASE OF AN ACCIDENT

Be Courteous – Be Calm

IF YOU ARE INVOLVED IN AN ACCIDENT:

1. Call an ambulance for anyone seriously injured.
2. Secure names and address of all persons in the other car.
3. Be sure to obtain names and addresses of all witnesses.
4. Obtain license number and state of registration of other vehicle(s) involved.
5. DO NOT ADMIT RESPONSIBILITY nor sign any statement except for our claim representative.
6. DO NOT DISCLOSE YOUR POLICY LIMITS TO ANYONE.
7. Report immediately to your department, UTA Police (if on or near campus, ext. 2-3381), and EH&S at 817-272-2185.
8. If there is damage to the university vehicle or other vehicle or property, make sure a Police Department investigates the accident and obtain the police report number.

REPORT

By telephone if accident involves injury or the vehicle must be towed.

As soon as possible after accident, send this completed report to the UTA Environmental Health & Safety Office at Box 19257 or ehsafety@uta.edu.