

## How To Read Your

Sheet \_\_\_\_\_ of \_\_\_\_\_

This section lists basic information about your crash, such as the date and time it occurred. There will also be information about where your crash happened, including the city or town and street. If your accident occurred outside city limits, it will locate the distance from the nearest city or town.

The officer will write down information about the vehicles and drivers involved in your crash. This includes names, addresses and phone numbers. It will also have plate numbers and driver's license numbers. The names of insurance companies will be listed in this section. If a driver received a citation, that will also be listed here.

If anyone was hurt in your crash, that will be noted here. The officer will write down the name of the injured persons, and whether they were a driver or passenger. This section will also include the name of the EMS that transported the injured and the name of the hospital they were taken to.

THIS FORM REPLACES DR FORM 40, JAN 02  
PREVIOUS EDITIONS WILL BE DESTROYED

**THE FOLLOWING INFORMATION IS REQUIRED FOR ALL ACCIDENTS**

Indicate North by Arrow

INDICATE BY DIAGRAM WHAT HAPPENED

AGENCY CASE NO.

This section includes the officer's determination of how your accident happened. The officer will write a description of the sequence of events that led to the crash. The officer will also sketch a diagram that illustrates your accident. If you disagree with the officer's assessment, we can help you set the record straight.

## Property Damage and Witnesses

The officer will write down any property damage from accident, as well as the name and contact information of the owner and an estimate of the amount of damage. Below this information, the officer will write down the name and contact information of any witnesses. Insurance companies look carefully at these numbers. If we think they're too low, we can advocate on your behalf for additional compensation for your crash.

Here you will find information about the movement of the vehicles just before your crash and the point of impact. The officer will note whether airbags were deployed and whether seatbelts were worn. There will also be information about any alcohol or drug testing that was done. At the bottom, the name of the investigating officer will be noted. We will carefully check to make sure all this information is accurate. That way, there's no disputes later about the facts surrounding your crash.