



VEHICLE ACCIDENT REPORT

Today's Date _____

To be completed by the state driver within 24 hours

(replaces DRM-01 Form)

Type of Incident	Fatality	Injury	Private party injury or property damaged	Other
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Driver Information

Driver Name	Job Title	Driver License Number/ State			
Date of Hire	Permanent <input type="checkbox"/> Temporary <input type="checkbox"/>	Address	Home Phone		
Has the driver had Defensive Driving training within the past 4 years?	YES NO	City	State	Zip	Work Phone

State Vehicle Information

Vehicle #, if applicable	Year	Make	Model	Vehicle Identification Number (VIN)
License Plate Number	Mileage	Indicate the location and type of damage on the diagram below, for the state owned vehicle		
Accident during business use? Yes No	State Fleet Vehicle? Yes No	<p>1 - Slight 2 - Moderate 3 - Extreme 0 - None</p> <p>___ 20 Undercarriage</p>		
Location of Vehicle/ Tow Company				
Describe Damage to vehicle (Attach Photos)				

Accident Information

Date of Accident	Time	Location of Accident (Street, Highway or intersection)	Mile Post		
City	State	CDOT Use Only			
Transported to Hospital By Ambulance	Yes No	Doctor	Hospital/Clinic	City	Phone

Other Vehicle Information (use additional sheet if necessary)

Year	Make	Model	License Plate Number	Drivers License Number		
Owner Name	Phone	Address	City	State	Zip	
Driver Name (if other than owner)	DOB	Phone	Address	City	State	Zip
Insurance Carrier	Policy Number	Agent Name / Phone Number				
Area of Damage to Vehicle			Vehicle Location			

Conditions and Accident Description (use additional sheet if necessary)

Weather Conditions (Circle those that apply) Rainy Clear Fog Snow/Ice Wind	Road Conditions (Circle those that apply) Paved Dirt/Gravel Dry Wet Slippery	Air Bag Deployed? Yes No	
Traffic Controls (Signs, Signals, Lights)	Posted Speed Limit	How fast were you traveling?	Seat Belts Worn Yes No

Witnesses (If none, write N/A)

Name	Address	City	State	Zip	Phone
Name	Address	City	State	Zip	Phone

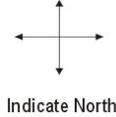
Passengers (If none, write N/A)

Name	Address	City	State	Zip	Phone	State veh.	Other veh.
Name	Address	City	State	Zip	Phone	State veh.	Other veh.



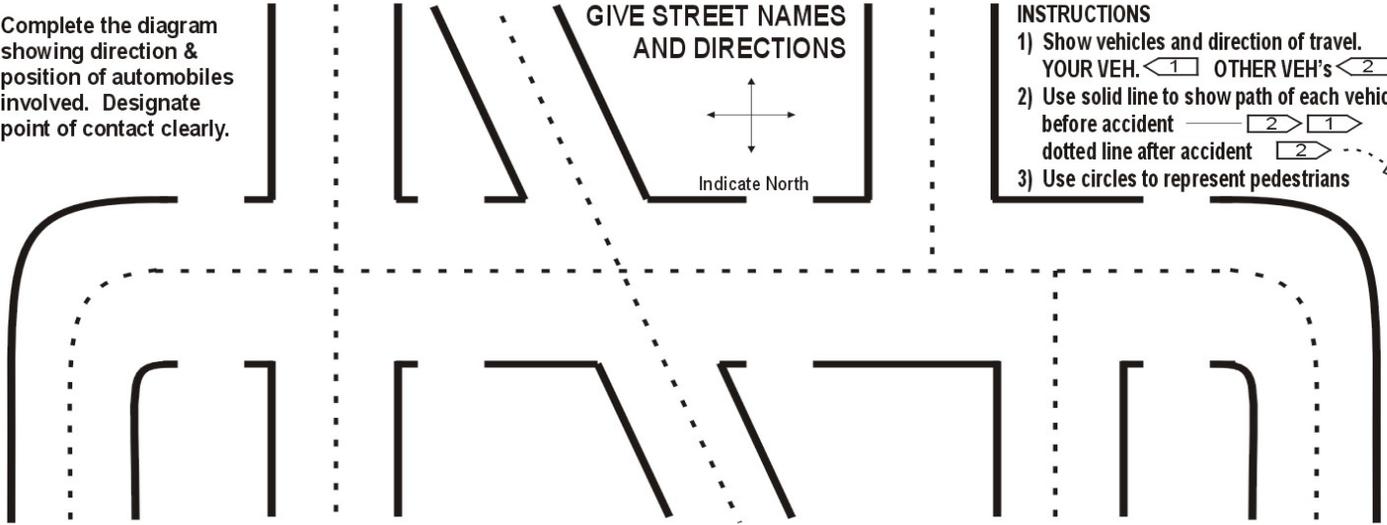
Complete the diagram showing direction & position of automobiles involved. Designate point of contact clearly.

GIVE STREET NAMES AND DIRECTIONS



INSTRUCTIONS

- 1) Show vehicles and direction of travel.
YOUR VEH. < 1 OTHER VEH's < 2 < 3
- 2) Use solid line to show path of each vehicle before accident — 2 > 1 >
dotted line after accident < 2 > < 1 >
- 3) Use circles to represent pedestrians



Description of the Accident

	Draw picture only if accident was in parking lot or other off-road area.

Injuries to state employee and/or other party (use additional sheet if necessary)

Name	<input type="checkbox"/> State employee?	Address	City	State	Zip
Phone	Estimated extent of Injuries				
Name	<input type="checkbox"/> State employee?	Address	City	State	Zip
Phone	Estimated extent of Injuries				

Police Information

Were Police Called?	Police Department Name	Badge Number	Phone Number
Yes No	Citation / Ticket Issued / Reason	Who was cited (State driver, Other party)?	
Police Report Number			

State Driver Signature _____ Phone _____ Date _____

Supervisor Signature _____ Title _____ Phone _____ Cost Center _____ Date _____

Instructions:

- Check to make sure no one is injured. If so, request medical assistance immediately
- If your vehicle is drivable, state law requires you to move it off of the traveled portion of the roadway as soon as practical. If not drivable, turn on hazard lights, and if available, set up flares or reflector triangles to warn traffic. Stay in your vehicle.
- Call the police immediately, even if it appears minor. If police will not respond, due to an "accident alert" situation or do not come, fill out an accident report at the city courthouse/ police station in the city in which the accident occurred.
- Ask the police officer, if completed, where and when you can get a copy of their report.
- **Do not argue with the others involved, admit fault or discuss the accident with anyone except the police.**
- Give the other driver your vehicle insurance policy number (should be kept with vehicle registration information.)
- Gather as much information about the accident as possible. Photograph the scene and vehicle damage if possible.