

To report a claim:
1-800-910-2667

**Accident
Reporting Kit**



Bring on tomorrow®

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Construction Claims

Eastern Claims Operations Center

AIG

P.O. BOX 305905 NASHVILLE, TN 37230-5905

(866) 642-5246 FAX: (866) 797-1077

States handled:

Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming

Driver's Accident Report

Policyholder Information

Company Name: _____

Address: _____

Phone: () _____

Policy #: _____

Effective Date: _____

Expiration Date: _____

Accident/Loss

Date and Time of Accident:

_____/_____/_____ ☐ AM ☐ PM

Location of Accident:

Street

City

State

Zip Code

Description of Accident: _____

Conditions

Weather:

☐ Clear ☐ Cloudy ☐ Fog ☐ Rain

☐ Sleet ☐ Snow ☐ Other _____

Speed Limit: _____

Length of Skid Marks:

Your Vehicle: _____

Other Vehicle: _____

Authority Contacted

Name: _____

Badge #: _____

Report #: _____

Citation Issued? ☐ Yes ☐ No

If So, Against Whom: _____

Insured Vehicle

VIN: _____ Year: _____

Make: _____ Model: _____

Plate #: _____ State: _____

Driver's Name: _____

Driver's Lic. #: _____

Address: _____

Phone: () _____

Description of Damage: _____

Description of Injuries: _____

Injured

Was anyone taken to a hospital by an ambulance? ☐ Yes ☐ No

Property Damage/Other Vehicle

Description of Property: _____

If Auto – Year, Make, Model, Plate #: _____

Driver's Name: _____

Driver's Lic. #: _____

Address: _____

Phone: () _____

Owner's Name & Address, if Different Than Driver:

Description of Damage: _____

Description of Injuries: _____

Name	Address	Phone	Pedestrian	Insured Vehicle	Other Vehicle	Extent of Injuries

Witnesses, Including Passengers

Name	Address	Phone	Insured Vehicle	Other Vehicle	Other (Specify)

In the event of an accident, immediately:

- Check for personal injury and seek medical attention if necessary
- Set emergency signals to prevent further damage or injury
- Call for Police assistance and request that an accident report be completed
- Use the enclosed Driver's Accident Report to record:
 - > Names, addresses, and phone numbers of the occupants in all vehicles involved in the accident
 - > Names, addresses, and phone numbers of all witnesses

Do not:

- Leave the scene of the accident
- Drive the vehicle if you feel it is unsafe
- Discuss the accident with anyone except law enforcement authorities, your employer, or AIG

Do not admit fault

**Please keep a kit in
your vehicle at all times.**

Reporting the accident

As soon as possible, complete the enclosed Driver's Accident Report and report the accident to the Early Notice toll-free number, online at www.aig.com/reportclaim* or the AIG office nearest you.

See the enclosed Driver's Accident Report insert for the office serving your geographic area.

When reporting an accident to AIG, please have the following information available:

- Company name
- Vehicle make, model, year, and vehicle identification number (VIN)
- Driver's license number
- Unit number
- Insurance company identification card and policy number
- Your insurance broker or agent name
- Identification of all other parties involved, including witnesses
- Extent of vehicle damage

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*Policy information is required for registration.