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## Accident Action Plan

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Place this action plan in your vehicle glove box so that it is available in the event of an accident or emergency. Also include a pen, note paper, and a medical card for all passengers with information about allergies or other conditions that may require special attention in case of serious injuries.

- 1 DO NOT leave the crash site.** You may be nervous and frightened, but do not leave the crash site. Leaving the scene of an accident, even if it was not your fault, is illegal and you could face criminal charges.
- 2 Check yourself and anyone else in the vehicle for injuries - Keep Safety FIRST.** If you are able, go from vehicle to vehicle and attend to the injured. *If injuries are present, call 911 immediately to get an ambulance to the scene.* Take notes regarding any injuries you find.
- 3 Call 911 or the local police.** No matter how serious the crash, it is important to call the police to have them assign fault, assess damages, and clear the road of debris. Ask for a copy of the police report. (See contact numbers below.)
- 4 Gather contact and other information with those involved.** Get all the contact information, license plate numbers, driver's license numbers, and insurance data from everyone involved in the crash. It is best to also collect names and contact information for injured passengers and eyewitnesses as well.
- 5 Take pictures and notes.** Take notes of the accident scene, what happened, and talk to witnesses. Take notes from witness accounts of what they saw with the appropriate witness's name and contact information. Take pictures of the accident scene and your injuries if possible.
- 6 Call your insurance company and advise them of the accident.** Your Insurance will guide you through the process, even if it's not your fault. *Choose a towing and collision repair service you can trust, like ADR of Highland 618-654-4913.*

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## Local Police Department Numbers

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Highland Police Department: 618-654-2131  
Madison County Sheriff Department: 618-692-4433  
Bond County Sheriff Department: 618-664-2151  
Illinois State Police: 618-346-3990

**TOLL FREE: 800-669-4913 PHONE: 618-654-4913**

