

CAR CRASH CHECKLIST

SAFE DRIVING TIPS:

Safe driving is about much more than wearing your seatbelt. It's important to understand that safe driving not only protects you and your passengers, it protects everyone else on the roadways and footpaths. Here are some practical tips you should implement every time you get behind the wheel:

1. EXTEND YOUR SCOPE OF VISION

Don't only look at the cars closest to you, be sure to look ahead and behind you to evaluate potential dangers. The sooner you identify a potential hazard, the more time you will have to avoid it.

2. LOOK AROUND

While looking in front and behind you is important, be sure to look left and right, as well. Use your mirrors to look to your sides and behind your vehicle.

3. KEEP YOUR DISTANCE

In ideal driving conditions be sure to maintain two seconds of space between your car and the car ahead of you. When driving in poor conditions, or at night, maintain four seconds of space between your car and the car ahead of you. Also be sure to maintain the same amount of space between your car and the car behind you.

4. DON'T GET DISTRACTED

Did you know if you look away for two seconds while traveling 90 km/h you will go 50 meters? In that timeframe, any number of hazards could occur: the car in front of you could come to a stop, a child could run into the road, another vehicle could swerve into your path. To avoid distractions, put away your cell phone, turn down the radio, ask passengers in your car to talk quietly, and don't divert your attention to advertisements and scenery.

5. BE ALERT

Leading research has found that driving tired and driving drunk are equally risky. As soon as you begin to feel tired, find a hotel or place to sleep. If you cannot find a hotel or place to sleep, find a safe area and take a 15-20 minute power nap.

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AFTER A CAR ACCIDENT, THERE ARE IMPORTANT STEPS YOU SHOULD TAKE TO ENSURE YOUR OWN SAFETY, AND THE SAFETY OF OTHERS INVOLVED. THE FORM BELOW WILL HELP ENSURE THE DETAILS OF THE CRASH ARE DOCUMENTED ACCURATELY.

YOU AND YOUR CAR

Stay calm. Take a few deep breaths and gather your thoughts.

THINGS TO DO FIRST:

- Evaluate yourself and the passengers in your car to determine whether or not you need medical attention.
- If medical attention is needed, call **000**.

THE OTHER DRIVER

Obtain information on the other driver.

RECORD THE FOLLOWING DETAILS:

NAME
ADDRESS
PHONE NUMBER
CAR MAKE AND MODEL
CAR LICENSE NUMBER
INSURANCE COMPANY NAME
INSURANCE COMPANY PHONE NUMBER
INSURANCE POLICY NUMBER

WITNESSES

Ask any witnesses to give a statement to the police, to describe what happened.

RECORD THE FOLLOWING DETAILS:

WITNESS 1 NAME
WITNESS 1 PHONE NUMBER
WITNESS 2 NAME
WITNESS 2 PHONE NUMBER

THE ACCIDENT

Record details of the accident. It may be hard to remember, if you don't write down this information immediately following the accident.

RECORD THE FOLLOWING DETAILS:

DATE
TIME
LOCATION
DETAILED DESCRIPTION OF ACCIDENT

YOUR INSURANCE COMPANY

Call your insurance company to begin the claims process.

RECORD THE FOLLOWING DETAILS:

INSURANCE COMPANY NAME
AGENT'S NAME
INSURANCE COMPANY PHONE NUMBER
INSURANCE POLICY NUMBER

