

# The OpenRoad Accident Checklist

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## 1. Stay calm & check for injuries:

- Your first step after any accident is to determine if you or anyone in your vehicle has sustained injuries.
- Then, if another vehicle was involved, check on the other driver and their passengers but only if it is safe to do so.

## 2. Move impacted vehicles out of traffic:

- Turn on your hazard lights and then, if your vehicle is drivable, move it to the side of the road as far away from traffic as possible.
  - Always remain at the scene of the accident.
- Your next steps are to alert the authorities of the accident and gather information to start the claims process.

## 3. Call the police & report the accident:

- Dial 911 to report the accident as well as any injuries.
- Remain at the scene of the accident and wait for the authorities to arrive.
- Answer any questions the police officer might have about the accident so they can file a police report. Stick to the facts.
  - Provide your driver's license and insurance information.
  - Ask for the name and badge number of all officers you engage with for your records.
  - Request a copy of the police report from the officer. The police report will serve as official documentation of the accident.

## 4. Exchange info & take pictures:

- If the police are not dispatched, exchange information with the other driver.
  - You can often file a report yourself at your local police station or department of motor vehicles.
- Be sure to get the other driver's name, driver's license number, address, phone number, and insurance information.
  - Also try to exchange other important information such as car makes, models, as well as license plate numbers.
- If there are other witnesses at the scene, politely ask for their contact information as well.
- It is always a good idea to take your own pictures of the accident including damage to your vehicle, as well as pictures of any other vehicles involved.
- Gather images from multiple angles to help document exactly how the accident happened and where any impacts occurred.
  - These pictures can help the OpenRoad claims team better analyze the accident.

## 5. Start the claims process:

- Once you've completed the steps above, notify OpenRoad of the accident by using the [File A Claim](#) link in the navigation menu on the top of the OpenRoad website. Don't have your login credentials available? That's ok. You can still notify us and get the processes started.
  - You can also contact us by phone at [1-866-952-7622](tel:1-866-952-7622).
- A representative from our claims team will be assigned to you and will guide you through the claims process.



**Need to file a claim?**  
**Scan here to get started.**

## More Information:

*Have a question? We're here to help.*

Phone: [1.866.952.7622](tel:1.866.952.7622)

Email: [Claims@OpenRoadInsure.com](mailto:Claims@OpenRoadInsure.com)

Web: [OpenRoadAutoInsurance.com](https://www.OpenRoadAutoInsurance.com)