

UNIVERSITY OF MISSOURI

Columbia - Kansas City - Rolla - St. Louis - UM - Hospital

VEHICLE ACCIDENT REPORT

This report is to be completed in the event any of the following vehicles are involved in an accident. (1) any University-owned vehicle; (2) any employee-owned vehicle used on official University business; and (3) any vehicle rented or leased by or for the University. This form is to be typed (original only). The Department Chairperson or Supervisor should complete the Supervisor's Report of Accident Investigation section, and forward to the Campus Claims Coordinator within 48 hours after the accident.

1 - Date Report Prepared	2. Information Supplied By (Driver Signature)	3. Department Name
4. Department Telephone	5. Date of Accident	6. Time of Accident _____ : _____ <input type="checkbox"/> AM <input type="checkbox"/> PM
7. Place of Accident (city, state; if on a highway, give number and nearest community)		

DRIVER INFORMATION

UNIVERSITY VEHICLE <input type="checkbox"/> Occupied <input type="checkbox"/> Unoccupied		OTHER VEHICLE OR PROPERTY <input type="checkbox"/> Occupied <input type="checkbox"/> Unoccupied	
8. Driver's Name	9. Driver's Age	14. Driver's Name	15. Driver's Age
10. Driver's University Address		16. Driver's Address	
11. University Telephone	12. Driver's or Chauffeur's License Number		
13. Purpose for which vehicle was being used		17. Driver's Telephone	18. Driver's or Chauffeur's License Number
		19. If driver was not the owner, give owner's name and address Insured By (name of insurance company) Insurance Agent (name, address and telephone number)	

INJURED

NAME AND ADDRESS	AREA CODE & PHONE	PED.	UM VEH.	Other
20.				
21.				
22.				

WITNESSES OR PASSENGERS

NAME AND ADDRESS	AREA CODE & PHONE	UM VEH.	OTHER
23.			
24.			

ACCIDENT INFORMATION

25. Was a law enforcement agency notified? If so, name of agency
26. Was citation issued as a result of accident? If so, to whom issued and for what reason?
27. Brief description of accident (speed, traffic, road conditions, seat belts, signals, etc.)

