

## IN THE EVENT OF AN ACCIDENT

### AT THE SCENE:

- **DO NOT ADMIT LIABILITY**
- Notify the Police immediately if:
  - Someone's seriously injured or needs medical attention.
  - The other driver refuses to stop or exchange details, or appears to be under the influence of drugs or alcohol.
- Write down important details, including the details of the other party or any independent witnesses. See the Accident Details section overleaf.
- Provide your own details to the other party.
- Take images of both own and third party damages

### AFTER THE ACCIDENT:

- Obtain and complete a Motor Vehicle Accident Claim Report from the website [www.tiaib.com.au](http://www.tiaib.com.au).
- Fax, or scan and email Claim Report, Repairer's images and quotation to Echelon for assessment (contact details stated below).
- Echelon will arrange an assessment of the damage and authorise the repairs on behalf of TIAIB.
- Upon completion of the repair you may be asked to sign a Clearance Certificate.
- Repairer will invoice TIAIB.
- Echelon will settle the repairer's invoice on behalf of TIAIB.

### ECHELON CLAIMS SERVICES:

Echelon Claims Services aims to provide you with a superior and professional Claims service.

Scan and email your completed Claim Report to Echelon: [essca@echelonaustralia.com.au](mailto:essca@echelonaustralia.com.au)

When a vehicle is involved in an accident that is likely to result in a claim we recommend that you follow the steps outlined above.

**Should you require any further assistance, please contact our Claims team: 1800 640 009.**

### Contact Echelon

Your dedicated **TIAIB Claims** Service Team:

T: **1800 640 009**

E: [ecssa@echelonaustralia.com.au](mailto:ecssa@echelonaustralia.com.au)

### Contact TIAIB

Your dedicated **TIAIB Service** Team:

T: **1800 333 041**

E: [taxis@marsh.com](mailto:taxis@marsh.com)

[www.tiaib.com.au](http://www.tiaib.com.au)

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## ACCIDENT INFORMATION



**THIS IS NOT A CLAIMS FORM:** Its purpose is to let you record important information at the scene of the accident. We strongly recommend you use it rather than relying on memory. Shock and the general trauma involved with any accident will diminish your ability to recall names and events.

## Insured

Name

Address

## Driver's details

Name

Address

Age

Licence Number

## Description of Insured Vehicle

Year/Make and Model

Registration Number

## Details of Accident

Date

Time

am

pm

Where did the accident occur?

Weather at time of accident

Condition of road

Your speed

kph

Other vehicle's speed

kph

What warning was given?

Was the accident reported to the Police?

Yes

No

Which Police station?

Officer's name & no.

## Description of accident

  
  
  
  
  

## Diagram of accident

Show traffic control lights and signs, names of streets, also direction in which vehicles were going, indicate North.

Your vehicle



Other vehicle



Pedestrian,  
Cyclist, etc.



Intersection



## Other vehicle's details

Name of registered owner

Address

Year/Make and Model

Registration Number

Insurance Company

Nature of Damage

## Other driver's details

Name

Address

Home Phone Number

Mobile Phone Number

Age

Licence Number

## Independent witness(es)

Name

Address

Home Phone Number

Work Phone Number

Name

Address

Home Phone Number

Work Phone Number

## Names and addresses of your passengers

**DO NOT MAKE ANY ADMISSION OF LIABILITY.** You may not be fully aware of the consequences. Only make any appropriate statement to the proper authorities. Do not make a statement to anyone else.