



Bus Driver's Accident Report Kit

Your Responsibilities

- STOP IMMEDIATELY; REMAIN CALM
- ACTIVATE YOUR 4-WAY FLASHERS
- SET OUT EMERGENCY TRIANGLES (See reverse)
- MOVE YOUR VEHICLE IF IT CREATES A HAZARD
- CALL (or designate someone to call) THE POLICE AND YOUR COMPANY
- ASSIST THE INJURED TO THE EXTENT OF YOUR TRAINING
- DISTRIBUTE ENCLOSED COURTESY CARDS TO WITNESSES
- PHOTOGRAPH THE SCENE & VEHICLES (See reverse)
- FOLLOW YOUR COMPANY'S POLICY WITH RESPECT TO MAKING STATEMENTS TO THE POLICE; WHEN POSSIBLE, ONLY PROVIDE:
 - Your Name, Address and Commercial Driver's License
 - Your Company's Name, Address and Operating Authority #
 - Your Insurance I.D. Card

Be sure to go for Drug & Alcohol Testing if the accident involved:

1. A human fatality.
2. A driver receiving a citation AND;
 - A. There was an injury requiring treatment from the scene, OR
 - B. A vehicle was towed from the scene.

Alcohol testing is mandated within 2 hours but up to 8 hours; drug test must be performed within 32 hours.

IMPORTANT

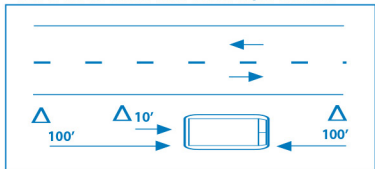
Please contact your Lancer claims representative for further instruction if you receive media inquiries relating to a claim.

REPORT ALL ACCIDENTS IMMEDIATELY: 800-521-6155

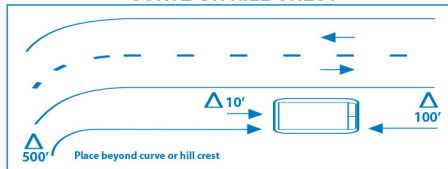
Please refer to the diagrams below for instructions on Emergency Triangle Placement & Accident Scene Photography

Emergency Triangle Placement

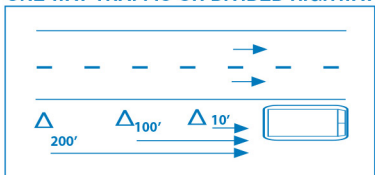
TWO WAY TRAFFIC STRAIGHTAWAY



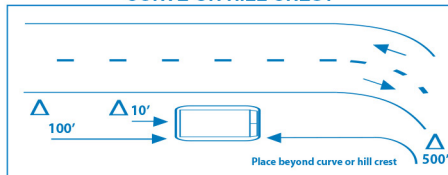
CURVE OR HILL CREST



ONE WAY TRAFFIC OR DIVIDED HIGHWAY

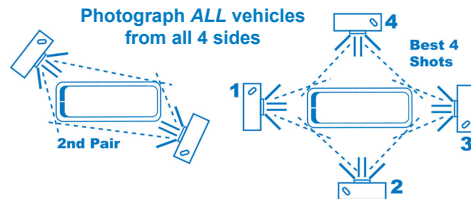


CURVE OR HILL CREST

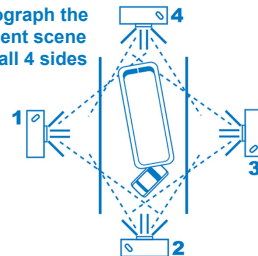


Accident Scene Photography

- Take pictures of all damaged vehicles and the scene, each from all 4 sides.
- Take pictures of road conditions, any traffic control device (i.e., stop signs or traffic lights) and tire marks or debris in the road.
- Do not take pictures of injured parties.



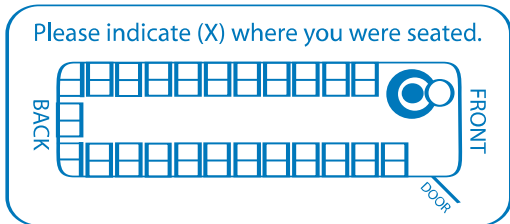
Photograph the accident scene from all 4 sides



PASSENGER COURTESY CARD

Ladies and Gentlemen — I need your help. Existing laws require that I make reports of accidents. Please assist me by completing and returning this card to me.

Thank you,
Your Driver



PLEASE PRINT

Date: / /

Your Full Name:

LAST FIRST

Daytime Phone: ()

Evening Phone: ()

Cell Phone: ()

Email Address:

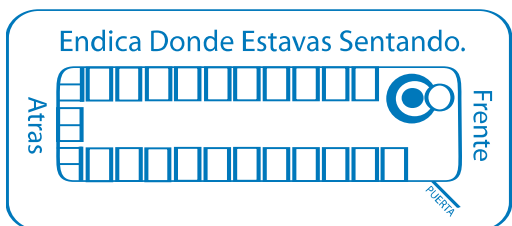
Please Describe What Happened:

Thank You For Your Time and Cooperation.

TARJETA DE CORTESIA DEL PASAJERO

Damas y Caballeros — Necesito su ayuda. Las leyes actuales requieren que yo presente informes de accidentes. Por lo tanto, sirvanse ayudarme a llenar esta tarjeta y luego devolvérmela.

Muchas gracias,
El chofer



POR FAVOR ESCRIBA EN LETRA DE IMPRENTA

Fecha: / /

Su Nombre/Apellido:

ULTIMO

PRIMERO

Teléfono Dia: ()

Teléfono Noche: ()

Teléfono móvil: ()

Correo Electrónico:

¿Por favor describa lo que pasó?

Gracias Por Tu Tiempo.