



**TRAFFIC ACCIDENT COURTESY REPORT**

REPORT NUMBER (POLICE USE ONLY)	DATE OF ACCIDENT	DAY OF WEEK	TIME OF ACCIDENT AM.                  PM.
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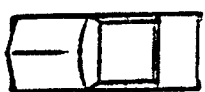

ACCIDENT OCCURRED ON	WITHIN INTERSECTION OF	IF NOT INTERSECTION, LIST NEAREST STREET NUMBER
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**INFORMATION ABOUT YOU/YOUR CAR (UNIT #1)**

YOUR NAME (LAST, FIRST, MI)	ADDRESS /CITY/STATE/ZIP	DRIVERS LICENSE #: STATE:
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HOME PHONE # WORK:	DATE OF BIRTH D    M    Y	AGE	SEX	SOCIAL SECURITY #	# OF OCCUPANTS IN CAR
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VEHICLE OWNER'S NAME (IF NOT YOU)	ADDRESS/CITY/STATE/ZIP	HOME PHONE # WORK:
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YOUR CAR- CIRCLE DAMAGED AREA 	YOUR CAR'S YEAR	MAKE	LICENSE PLATE #	STATE	OTHER CAR-CIRCLE DAMAGED AREA 
	OTHER CAR'S YEAR	MAKE	LICENSE PLATE #	STATE	

**INFORMATION ABOUT OTHER DRIVER/ CAR (UNIT #2)**

OTHER DRIVER: NAME (LAST, FIRST, MI)	ADDRESS /CITY/STATE/ZIP	DRIVERS LICENSE #: STATE:
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HOME PHONE # WORK:	DATE OF BIRTH D    M    Y	AGE	SEX	SOCIAL SECURITY #	# OF OCCUPANTS IN CAR
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OTHER VEHICLE OWNER'S NAME (IF NOT YOU)	ADDRESS/CITY/STATE/ZIP	HOME PHONE # WORK:
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DESCRIBE HOW ACCIDENT HAPPENED (USE ADDITIONAL PAPER, IF NECESSARY) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DIAGRAM OF ACCIDENT SCENE -SHOW NORTH WITH ARROW    	I SWEAR THAT THE FACTS CONTAINED HEREIN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE  _____ <b>SIGNATURE</b>  _____ <b>DATE</b>  THIS INFORMATION WAS OBTAINED FROM THE PERSON WHOSE SIGNATURE APPEARS ABOVE
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**THIS IS A COURTESY REPORT FOR INSURANCE PURPOSES ONLY.  
NO FOLLOW UP INVESTIGATION WILL BE CONDUCTED BY THE REYNOLDSBURG POLICE DEPARTMENT.**

2. FILL IN ALL THE BLANKS ON THE "TRAFFIC ACCIDENT COURTESY REPORT" FORM IN THIS PACKET. WHEN THIS FORM IS COMPLETED, MAIL OR DROP IT OFF AT THE REYNOLDSBURG DIVISION OF POLICE. THIS MUST BE DONE WITHIN 14 DAYS.

- ▶ NAME OF DRIVER
- ▶ PHONE #
- ▶ OPERATOR LICENSE NUMBER
- ▶ CAR LICENSE NUMBER
- ▶ NAME OF INSURANCE COMPANY/AGENT (FORMS ARE PROVIDED IN THIS PACKET FOR THIS PURPOSE)

1. ALL DRIVERS INVOLVED IN AN ACCIDENT ARE REQUIRED TO EXCHANGE THE FOLLOWING INFORMATION:

**\*\*\*INSTRUCTIONS\*\*\***

**FOLD ON DOTTED LINES AND TAPE CLOSED**

REYNOLDSBURG POLICE DEPARTMENT  
 7240 EAST MAIN STREET  
 REYNOLDSBURG, OHIO 43068

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PLACE STAMP HERE