



**SURFACE/PAVEMENT**

- Asphalt    Concrete    Gravel/Dirt    Brick/Stone
- Steel    Wood    Other \_\_\_\_\_

**SEAT BELTS**

- Used    Not Used

**CONDITION**

- Dry    Wet    Slippery    Pot Holes
- Other \_\_\_\_\_

**TRAFFIC CONTROLS**

- Stop Sign:    1 Way    2 Way    3 Way    4 Way
- Yield    Semaphore    Other \_\_\_\_\_
- Police Flag    RR    Uncontrolled Intersection
- Not an Intersection

**ACCIDENT DESCRIPTION**

Briefly explain details of the accident. Indicate movement of involved vehicles when hazard was first noticed, warning or responsive action taken, and length and position of any skid marks.

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










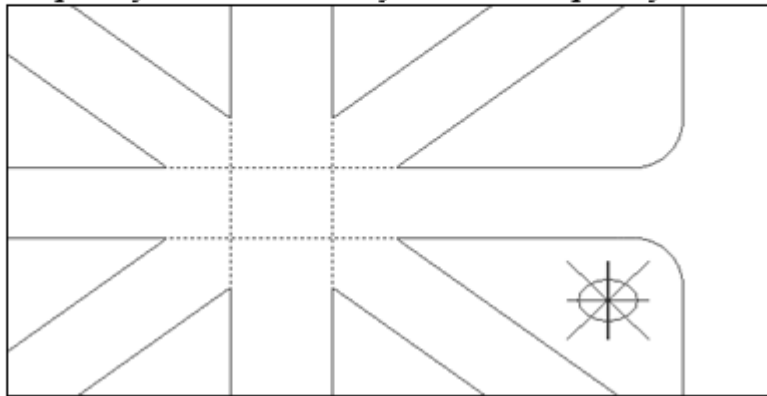
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**ACCIDENT SKETCH**

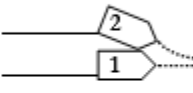
*Draw an accident sketch. Show and label roadway, indicate number of lanes, direction of travel and signs. Number each vehicle and show direction of travel from the point when the hazard was noticed to the point of impact by a solid line and any travel after impact by a dotted line.*

**Symbols:**

- Your vehicle \_\_\_\_\_ 
- Other vehicle \_\_\_\_\_ 
- \_\_\_\_\_ 
- \_\_\_\_\_ 
- Pedestrian \_\_\_\_\_ 
- Stop sign \_\_\_\_\_ 
- Semaphore \_\_\_\_\_ 
- Yield \_\_\_\_\_ 
- Railroad \_\_\_\_\_ 




Point of impact



Indicate direction

N



At what distance did you notice danger?

\_\_\_\_\_ Feet

**INJURIES: Describe nature of any apparent injuries**

Driver _____	Other driver _____
Injury? _____	Address _____
Passenger _____	Phone (H) _____ (W) _____
Address _____	Injury? _____
Phone (H) _____ (W) _____	
Injury? _____	

**PROPERTY DAMAGE: Describe nature of damage**

Your vehicle _____	Other vehicle _____
_____	_____
Other property _____	Owner _____
_____	Driver _____
Owner _____	Vehicle make/model _____
_____	License # _____ State _____
_____	Insurance Co. _____
_____	Policy # _____ Phone _____

**Submit to:**

Archdiocesan Insurance Program  
 Risk Management Office  
 2838 E. Burnside Street, Portland, Oregon 97214  
 503-234-5334 Fax: 503-234-2903  
[riskmanagement@archdpdx.org](mailto:riskmanagement@archdpdx.org)