

UNIVERSITY OF HOUSTON - ACCIDENT REPORT

This must be kept in all University of Houston System-owned or -leased vehicles. All the information indicated must be gathered in accidents to be used to complete the Texas Department of Public Safety Peace Officer's Accident Report and completing insurance claims. The same information must be obtained on each vehicle involved in the accident.

Name of Driver of Other Vehicle/License No.: _____

Address: _____

Telephone Numbers: Home: _____ Office: _____

Name of Owner of Other Vehicle/License No.: _____

Name of His/Her Insurance Co.: _____

Policy Number / Policy Period: _____ To: _____

Vehicle Description (year/model): _____

Vehicle Type (sedan, truck, etc.): _____

Make (Ford, Chevrolet, etc.): _____

License Plate Year/State/Number: _____

Vehicle I.D. Number: _____

Accident Location: _____

Accident Date and Time: _____

Conditions of the road, weather, lighting: _____

Names and addresses of all persons involved in the accident, whether injured or not: _____

Names and addresses of all witnesses and license numbers of the first vehicles on the scene: _____

Driver's statement as to how the accident happened and, if obtainable, a statement from the driver of the other vehicle: _____

Description of damage to the University vehicle, cargo and other property: _____

Name, agency, department (HPD, DPS, HSCO, UHPD) and badge number of the investigating police officer:

