

SUMMER 2018

VANPOOLING

Is just the tip of the iceberg.



TIP 3

ACCIDENT/INCIDENT PROCEDURES

Remember to stay calm and "Keep Your Cool" if you are in an accident. Report the accident **immediately** by calling 1-800-VAN-4-WORK (1-800-826-4-9675). Choose option 4 and follow these simple and important steps:

- ☀ Call the police and provide assistance to injured passengers and others.
- ☀ Cooperate with the police and obtain the police report number.
- ☀ Do not admit fault for the accident.
- ☀ Exchange information with other drivers involved in the accident such as name, address, telephone number, vehicle and license plate number, and insurance company name and policy number.
- ☀ Take notes about the accident. Take photographs of the accident scene and vehicle damage of all involved vehicles.

Keep your cool!

Keep these items in your vehicle at all times:

- First aid kit
- Insurance card
- Valley Metro vanpool 5-Digit ID number (located on the back window)
- Enterprise unit number
- Vehicle identification number
- Van year, make, model

Record the following information as soon as possible:

- ☀ Date and time of accident
- ☀ Passenger names and phone numbers
- ☀ Other vehicles- make model, year, color, and license plate number
- ☀ Other driver's name(s) and phone numbers
- ☀ Injured person's name(s) and phone numbers
- ☀ Witness(es) names and phone numbers
- ☀ Police department and report number
- ☀ Weather conditions, road conditions, lighting
- ☀ Description and diagram of accident



COMMUTE SOLUTIONS

CARPPOOL | VANPOOL | BUS | LIGHT RAIL | TELEWORK | BIKE | WALK

ShareTheRide.com
602.262.RIDE (7433)

facebook.com/sharetherideandsave

