

Joint Report of Automobile Accident

Completing this Joint Report cannot in any way be construed as an admission of liability. Its purpose is strictly to help identify the parties involved in an accident in order to speed up the claim settlement. It should be signed by both drivers in any accident taking place in Québec. If there are injuries, even minor ones, call emergency services at once.



1. Date of accident _____ Time _____

2. Place _____

3. Injuries (even minor) Yes No

4. Property damage other than to vehicles A and B Yes No

5. Witnesses: names, addresses, tel. numbers. State if passenger(s) in vehicle A or B

Vehicle A

Driver's licence - -
File No.

Effective Date _____ Expiry Date _____

Family Name _____ First name _____

Address _____ City _____

Postal Code _____ Tel. Home _____ Tel. Work _____

Vehicle Registration - -
File No.

Owner (if driver is not the owner) _____

Address _____ City _____

Postal Code _____ Tel. Home _____ Tel. Work _____

Make of vehicle _____ Model Year _____ No. Cyl. _____

Serial Number _____

Licence Plate _____ Effective Date _____ Expiry Date _____

Insurance Certificate _____
Insurance Company

Policy No. _____ Effective Date _____ Expiry Date _____

Family Name _____ First Name _____

Address _____ City _____

Make of insured vehicle _____ Year _____

Agent/Broker _____ Tel. _____

Vehicle B

Driver's licence - -
File No.

Effective Date _____ Expiry Date _____

Family Name _____ First name _____

Address _____ City _____

Postal Code _____ Tel. Home _____ Tel. Work _____

Vehicle Registration - -
File No.

Owner (if driver is not the owner) _____

Address _____ City _____

Postal Code _____ Tel. Home _____ Tel. Work _____

Make of vehicle _____ Model Year _____ No. Cyl. _____

Serial Number _____

Licence Plate _____ Effective Date _____ Expiry Date _____

Insurance Certificate _____
Insurance Company

Policy No. _____ Effective Date _____ Expiry Date _____

Family Name _____ First Name _____

Address _____ City _____

Make of insured vehicle _____ Year _____

Agent/Broker _____ Tel. _____

Description of damages and comments	Show initial point of impact with an arrow.	Diagram of accident Draw streets or roads; show and identify direction of vehicles A and B and position at impact; traffic signals.	Show initial point of impact with an arrow.	Description of damages and comments
	 Motorcycle		 Car	
	 Car		 Car	
	 Truck or other		 Truck or other	

Signature of driver A _____

Signature of driver B _____

Do not alter Report in any way after it has been signed by both drivers and copies have been separated.

THIS DOCUMENT MAY NOT BE REPRODUCED WITHOUT THE PRIOR WRITTEN PERMISSION OF THE GROUPEMENT DES ASSUREURS AUTOMOBILES.

Joint Report

OF AUTOMOBILE ACCIDENT



What to do in case of an accident ?

If someone is injured, even slightly :

Call emergency services first and then complete a Joint Report.

If damages only :

Using the three documents that you and the other driver should have on hand — driver's licence, vehicle registration and insurance certificate — carefully complete a single Joint Report with the other driver.



How to complete the Joint Report

1 Use only one Joint Report for 2 vehicles involved (2 Joint Reports for 3 vehicles, etc.). The form can be supplied or completed by either party. Use a ball-point pen if possible and press firmly to ensure that the copy is also legible.

2 Carefully copy the information from the driver's licence (blue), the vehicle registration (green) and the insurance certificate (pink).

3 If there are witnesses, list names and addresses at Point 5 of the Joint Report. This is especially important if there are any problems with the other driver.

4 Sign and have the other driver sign the Joint Report. Each driver retains a copy.

If the other driver refuses to complete a Joint Report, or to sign it, you should complete one anyway.

Don't forget to draw a diagram to show the position of the vehicles; describe visible damages.



After the accident

Promptly report the accident to your insurer (broker or agent).

Do not alter the Joint Report in any way after it has been signed. Forward your copy to your insurance company (broker or agent) within five days of the accident.

Keep a copy of the duly signed Joint Report for at least six years after the date of the accident.

For more information : www.infoinsurance.ca

Accident not involving a third party ?

You can use a Joint Report to report the facts in connection with an accident not involving any other party : capsizing, theft or fire.

Be sure to put your Joint Report in the glove compartment immediately upon receipt.

Joint Report in French ?

If the other driver has a French version of a Joint Report produced by the Groupement des assureurs automobiles (GAA), you can follow the translation on yours as both versions are identical.

