

When reporting this accident, you will need information specific to the incident.

Complete the Driver's Report of Accident in this brochure, and follow the reporting instructions listed on the back of your Insurance identification card.

NOTES



THE UNIVERSITY of NORTH CAROLINA
GREENSBORO

UNCG Vehicle Insurance

Caroline Morrow, Risk Manager
336-334-3005(W) 336-334-4311(F)
Office hours 8am to 5pm

St. Paul's Travelers Insurance Co.
Traveler's Insurance Claims
1-800-238-6225 (after office hours only)

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**Travelers Insurance and the
UNCG Risk Management Office**

St. Paul's Travelers Insurance Co.
Traveler's Insurance Claims
P.O. BOX 473501
Charlotte, NC 27605

UNCG Vehicle Insurance

**IN CASE OF
MOTOR
VEHICLE
ACCIDENT**

**PLEASE KEEP THIS IN
YOUR GLOVE COMPARTMENT**

1. Take the precautions necessary to protect the scene of the accident from further accidents.
2. Call the Guilford Police at 334-4444. If someone is injured, request medical assistance. If fire is involved, request Fire Department aid.
3. Answer Police questions. Give identifying information to other party involved, but make no comments about assuming responsibility.
4. Complete the DRIVER'S REPORT OF ACCIDENT portion of this brochure. You will need this information later for state and insurance reports.
5. As soon as possible, report accident to the proper authorities and to you're between 8am to 5pm call the Risk Manager, Caroline Morrow 334-3005. If accident occurs after business hours between 5pm to 8am be sure to call St. Paul's Traveler's Insurance at 1-800-238-6225 to start claim process. Then report all info the next business day to the Risk Manager.

