MOTOR
VEHICLE

ACCIDENT REPORTING KIT

IN CASE OF ACCIDENT OR LOSS,

Immediately call the number listed below.
All Claims should be reported by phone without delay.

Policy No.: TRJ-CAP-104T6800

Please call (919) 515-6135 and return accident reporting kit by noon of the next business day following the accident to:
NC State University
Insurance & Risk Management
Box 7521
Raleigh, NC 27695-7521

Agent: NC Assoc. of Insurance Agents
P.O. Box 1165
Cary, NC 27513
919-863-6525

TheTravelers

The Travelers Companies
Hartford, Connecticut 06183
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**

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**IN CASE OF A MOTOR VEHICLE ACCIDENT**

(If you're reading this brochure, please keep it in your glove compartment)

Here's What to Do

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1. Take precautions necessary to protect the scene of the accident from further accidents.

2. Call the police. 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 the accident to the proper authorities and to your Customer Service Unit.