### **ACCIDENT**

# WHAT TO DO?



#### **KEEP CALM - INFORM WINDWARD**

- · First and foremost: Safeguarding life
- In an emergency, also inform the fire brigade
- Do what is necessary to keep the damage low
- 24/7 claims service: +49 (0) 40 33 44 376 0
- claims@windward-insurance.com

## 2

#### DOCUMENT THE ACCIDENT AND NOTE THE FOLLOWING

- Date, time, place
- Course of the accident
- Names and contact details of all those involved in the accident
- Names and contact details of all witnesses
- You can also use our claims form

## 3

#### **TAKING PHOTOS**

- Own damage
- External damage
- Secure evidence

## 4

#### **DEALING WITH WATER POLICE**

- Do not make any statements about the course of the accident This can be done in writing at a later date
- Provide only necessary information about your person

### 5

#### **DEALING WITH COUNTERPARTY**

- No discussion of how the accident happened or the question of guilt
- Do not admit guilt
- · Do not sign anything without consulting us



#### **DEALING WITH SALVAGE COMPANIES**

 Do not sign anything without consulting us or our appointed claims expert