|  |  |  |
| --- | --- | --- |
| Member’s Name: |  |  |
| Member’s Vehicle | Reg No: |  | Make /Model: |  |  |
| Details | Date:  |  | Time: |  | Location: |  |  |
|  |
| *Details of Incident:* |
| *Brief details of Damage to Vehicle:* |

*If another vehicle involved, please supply as much of the following as possible:-*

|  |  |  |
| --- | --- | --- |
| Driver’s Name: |  |  |
| Vehicle | Reg No: |  | Make /Model: |  |  |
|  |
| *Brief details of Damage to Vehicle:* |
| Insurance Details Exchanged: |  | Yes / No |

*Please give any details of injuries sustained:-*

|  |
| --- |
|  |

*Was the member undertaking any requested manoeuvre on your direction or just proceeding normally ?*

|  |
| --- |
|  |

*Please give any details of alleged negligence against anyone including you*

|  |
| --- |
|  |
| Was the pre-drive “No Liability” warning given |  | Yes / No |

*If unable to take photos or to supplement available evidence, please draw a sketch showing road names/numbers, location and positions of vehicle*

|  |
| --- |
|  |

*Form to be signed off by Tutor*

|  |  |  |
| --- | --- | --- |
| Printed Name: |  |  |
| Signature: |  |  |
| Date: |  |  |
|  |  |  |

Email completed form and any photo(s), to your relevant Chief Tutor:-

[chief-tutor-drivers@roadar-hants.org.uk](https://admin.fasthosts.co.uk/HostingPackages/845381/Email/1085774320) / chief-tutor-riders@roadar-hants.org.uk