

BLAGROVE UNDERWRITING AGENCY LIMITED
DRIVER QUICK-REFERENCE CARD

KEEP THIS CARD IN YOUR VEHICLE — DO NOT GIVE THIS AWAY

⚠ DO NOT ADMIT LIABILITY OR APOLOGISE AT THE SCENE ⚠

Any admission of fault can prejudice your insurer's ability to defend the claim.

WHAT TO DO AT THE SCENE — FOLLOW IN ORDER

1 STOP SAFELY

Pull over as soon as it is safe to do so. Switch on your hazard lights.

2 CHECK FOR INJURIES

Check yourself, passengers and others. Call 999 immediately if anyone is injured.

3 DO NOT ADMIT LIABILITY

Do not say sorry, accept blame, or sign anything. State facts only.

4 HAND OVER THE TP SHEET

Give the third party the separate green TP Information Sheet from your pack.

5 COMPLETE THE DATA CAPTURE SHEET

Fill in every section of the white data capture sheet. Photograph all vehicles and damage.

6 PRESERVE DASHCAM FOOTAGE

If your vehicle has a dashcam, save/lock the footage NOW before it overwrites.

7 CALL BUA IMMEDIATELY

Report to BUA on 0330 123 0454 (24/7). Do not wait — early reporting protects you.

FRAUD AWARENESS — CRASH FOR CASH

If the accident feels suspicious (e.g. the other vehicle braked sharply for no reason), tell BUA immediately. Note how many people were in the other vehicle. Be alert to 'witnesses' who appear to know the other party — they may be part of a fraud ring. Do not be pressured into accepting blame.

BUA CLAIMS HELPLINE: 0330 123 0454 (24/7)

This card is for the driver's reference only — do not hand this to the third party. Use the separate TP Information Sheet.

BLAGROVE UNDERWRITING AGENCY LIMITED
THIRD PARTY INFORMATION SHEET

THIS DOCUMENT IS NOT AN ADMISSION OF LIABILITY

We are the motor insurers of the vehicle involved in this incident. If you believe our policyholder's driver was responsible, please contact us immediately. We can manage your claim quickly and at no additional cost to you.

HOW WE CAN HELP YOU

VEHICLE REPAIRS

Free collection & delivery. No excess to pay. No loss of your no claims bonus.

REPLACEMENT VEHICLE

A like-for-like replacement vehicle while yours is repaired.

INJURY CLAIMS

We can handle any personal injury claim arising from this incident.

CALL US: 0330 123 0454 — 24 hours, 7 days a week

OUR POLICYHOLDER'S DETAILS

Policyholder Name	
Policy Number	
Vehicle Registration	
Date of Incident	

IMPORTANT — PLEASE READ BEFORE INSTRUCTING A CREDIT HIRE COMPANY

You are not obliged to use our services. However, be aware that some credit hire and credit repair organisations charge at very high daily rates that may not be fully recoverable, and you could be pursued for any shortfall. We recommend contacting us directly before instructing any third-party claims management company or credit hire provider.

BLAGROVE UNDERWRITING AGENCY LIMITED ACCIDENT DATA CAPTURE SHEET

COMPLETE AT THE SCENE — PHOTOGRAPH AND SEND TO YOUR FLEET MANAGER — KEEP THE ORIGINAL

DO NOT ADMIT LIABILITY | CALL BUA ON 0330 123 0454 AS SOON AS POSSIBLE

SECTION 1 — INCIDENT DETAILS

Date of Accident	
Time of Accident	
Location (road name / junction)	
Direction of Travel	
Weather / Road Conditions	
Speed at time of impact (approx.)	
Your Vehicle Registration	
Dashcam fitted?	Yes / No
Dashcam footage saved/locked?	Yes / No
Police called?	Yes / No
Police Incident / Crime Reference	

SECTION 2 — THIRD PARTY VEHICLE & DRIVER

TP Registration Number	
TP Vehicle — Make / Model / Colour	
TP Driver Full Name	
TP Driver Date of Birth	
TP Driver Licence Number	
TP Driver Phone Number	
TP Driver Email Address	
TP Driver Address	
TP Insurer & Policy Number	
TP Information Sheet handed over?	Yes / No

SECTION 3 — THIRD PARTY OCCUPANTS (Complete fully — critical for fraud detection)

Total number of occupants in TP vehicle	
Did any occupant claim injury at scene?	Yes / No
Injuries described at scene	
Occupant 1 — Name & Phone	
Occupant 2 — Name & Phone	

Occupant 3+ — Name & Phone

SECTION 4 — WITNESSES

Witness 1 — Name & Phone

Independent? (not known to TP?)

Yes / No

Witness 2 — Name & Phone

Independent?

Yes / No

SECTION 5 — DESCRIPTION OF HOW THE ACCIDENT HAPPENED

Describe in your own words what happened. Stick to facts — do not speculate about fault.

SECTION 6 — PHOTOGRAPHS

Photograph: both vehicles from all sides, the scene, road markings, signage, skid marks, weather conditions, any damage, and any injuries described at the scene.

Own vehicle Y / N

TP vehicle Y / N

Scene / road Y / N

Injuries Y / N

SECTION 7 — REPORT TO BUA

Time reported to BUA

BUA claim reference given

Name of BUA handler spoken to