

## Your Information

Vehicle (VIN) Number \_\_\_\_\_

Accident Report # \_\_\_\_\_

Department Name \_\_\_\_\_

Driver's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Work Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Driver License # \_\_\_\_\_

Vehicle Year, Make & Model \_\_\_\_\_

\_\_\_\_\_

Mileage \_\_\_\_\_

License Plate Number \_\_\_\_\_

Serial Number (V.I.N.) \_\_\_\_\_

Is your vehicle drivable? \_\_\_\_\_

Describe damage \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To report an accident, please call  
State of Michigan Repair Services (MAP)  
1-800-937-8149

Monday through Friday 8:00 a.m. to 8:00 p.m. EST  
Saturday 8:00 a.m. to 4:00 p.m. EST

For roadside assistance after hours,  
call MAP at 1-800-937-8149

If you have any questions, call  
MAP at 1-800-937-8149

DMB-VTS 72 (3/05)

# VEHICLE DAMAGE REPORT

State of Michigan  
Department of Management & Budget  
Vehicle & Travel Services

## IN CASE OF ACCIDENT

1. Stop immediately and investigate.
2. Check for injuries and **get help immediately** if needed.
3. **Do not** discuss who is at fault.
4. Get name, address and insurance information, **including policy number**, of all other parties involved.
5. Call State of Michigan Repair Services (MAP) at 1-800-937-8149, and provide them with a full report of the accident. This pamphlet is to help you have the necessary information. You are not required to submit a written report to VTS.
6. If your vehicle is not drivable, MAP will arrange for towing to a body shop or dealership convenient for you.  
**The Lansing VTS Garage should be used whenever possible (call 517-322-5118).**  
**Note:** If an accident occurs after business hours, call MAP to arrange for your vehicle to be towed. You must call MAP the next business day to report the accident.
7. Get police report and mail or fax to:

Wheels, Inc.  
State of Michigan Repair Services (MAP)  
Collision Management  
666 Garland Place, Des Plaines, IL 60016  
FAX: 847-699-8491

***Do not attempt to make a settlement with the other party or insurance company.***

