



General Insurance Association  
of Singapore

# HOW TO FILL IN THE SINGAPORE ACCIDENT STATEMENT



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For more detailed information, please visit

[www.gia.org.sg](http://www.gia.org.sg)

## How to fill in the Accident Statement

**Important:** Before filling in the Accident Statement, remember to keep calm and move to a safe place:

If no one is injured:

- Try to fill in the Accident Statement (Part I) jointly with the other party. If this is not possible, fill in your side of the statement.
- Collect details of witnesses and / or try to take photographs of the scene of the accident.

If there are injuries:

- Call 995 immediately.

When the Police arrive, provide them with your narration of the circumstances of the accident. Then proceed to try to fill in the Accident Statement (Part I).

You can see the back cover of the Singapore Accident Statement for detailed instructions and useful information. Alternatively, please read on for a step-by-step guide on how to fill in the Singapore Accident Statement.

*Please use a ballpoint pen to fill in the Singapore Accident Statement*

