



Commonwealth of Massachusetts

Motor Vehicle Crash Operator Report

When Should You File a Report

- You should file a report if you're the operator of a vehicle involved in a crash where the damage to any one vehicle or property is over \$1000, or if there is an injury to any person, even if a police officer was on the scene. You should file the report within 5 days of the date of the crash.

When Should You NOT File a Report

- You should not file a report if the crash occurred on a private road, driveway, private parking lot or other private way.

Why this Report is Important

Data from this report is used for many purposes including:

- Identifying locations with a large number of crashes.
- Improving dangerous highways and intersections.
- Developing highway safety public information programs.
- Developing programs to save lives and reduce highway injuries.

How To Complete This Form

Please carefully complete all sections of this form that apply to your crash, **circling the answer** where appropriate. Illegible reports will be returned to you.

Section A: Crash Location

- Provide the city/town where the crash occurred, the date and time of the crash, and the number of vehicles involved.
- Complete section A1 or A2.
- Use official names of all locations, streets and landmarks.
- Use street name and route #, if applicable.
- Be as precise as possible when describing the location.
- Provide enough information to locate the crash to a specific point, not just a street or roadway.

Section B: Vehicle You Were Driving

- Provide information on your license and the vehicle you were driving.
- Use the codes provided to indicate the cause of the crash.

Section C: You and Your Passengers

- Provide information on you and your passengers at the time of the crash.
- Use the codes provided to indicate occupant information.

Section D: Other Vehicles Involved in the Crash

- Provide information on the other vehicle(s) and operator(s) involved in the crash.
- If more than one vehicle involved, please use additional form completing Section D only.

Section E: Non-Motorist(s) Involved

- Provide information on the non-motorist(s) involved in the crash.
- If more than one non-motorist involved, please use additional form completing Section E only.

Section F: Crash Conditions

- Use the codes provided to indicate the conditions at the time of the crash.

Section G: Crash Diagram

- Draw a diagram of how the crash occurred.
- On the diagram, Vehicle 1 represents your vehicle.

Section H: Witness Information

- List all the people who saw the crash but were not involved.

Section I: Property Damage Information

- Indicate all non-vehicular property that was damaged in the crash.

Section J: Description of What Happened

- Describe the crash including events prior to the crash for your vehicles and all other vehicles.

Section K: Signature

- Please sign and print your name and indicate the date you completed the form.

Where to send completed reports:

- Mail or deliver one copy to your local police department in the city or town where the crash occurred.
- Mail one copy to your Insurance Company.
- Mail one copy to the RMV at the following address:

Crash Records
Registry of Motor Vehicles
P.O. Box 55889
Boston, MA 02205-5889

Section A: Crash Location

| | | | |
|--------------------------------|---------------|--|----------------------|
| City/Town Where Crash Occurred | Date of Crash | Time of Crash ____ : ____ __ AM __ PM | # Vehicles Involved: |
|--------------------------------|---------------|--|----------------------|

Please complete Section A1 or A2 below to indicate the location of the crash.
If you need additional space to describe the crash location, please use Section J on the last page of this form.

| | | |
|---|-----------|--|
| <p>SECTION A1: Complete this Section if the crash occurred at an intersection of two or more streets:</p> <p>Step 1: Please indicate the route or roadway where you were travelling when the crash occurred:</p> <p>Route# _____ Name of Roadway/Street _____</p> <p>Step 2: What was the name (or names) of the intersecting streets?</p> <p>Route# _____ Name of Roadway/Street _____</p> <p>Route# _____ Name of Roadway/Street _____</p> | OR | <p>SECTION A2: Complete this Section if the crash did <u>NOT</u> occur at an intersection:</p> <p>Step 1: Please indicate the route, roadway and address where the crash occurred:</p> <p>The crash occurred on Route #: _____ at Street or Address Number: _____ on the Street/Roadway known as: _____</p> <p>Step 2: Please provide as much of the following specific location information as possible:</p> <p>The crash occurred (estimate number of feet) _____ feet (indicate direction as N/S/E/W) _____ of</p> <p>a) Mile Marker number _____</p> <p>OR: b) Exit Number _____</p> <p>OR: c) Intersecting Street/Roadway _____ Route# _____ Name of Roadway/Street _____</p> <p>OR: d) Landmark _____</p> |
|---|-----------|--|

Section B: Vehicle You Were Driving

| | | | |
|--|------------------------|---|---|
| Number of occupants in vehicle (including yourself): _____ | | Was vehicle damage above \$1000? <u>Yes</u> <u>No</u> | |
| Driver's License Number | License State | Date of Birth | Age |
| | | | Sex __ M __ F |
| | | | License Class __ D __ A __ B __ C __ M __ Unknown |
| Your Full Name (Last, First, Middle) | | Street Address | City/Town |
| | | | State |
| | | | Zip |
| Insurance Company | Vehicle Registration # | Reg. Type | Reg. State |
| | | | Vehicle Year |
| | | | Vehicle Make |

Indicate your type of vehicle

| | | | | |
|---|---------------------------------------|---------------------------|------------------------------------|------------|
| 1 Passenger car | 4 Bus (15 or more passengers) | 8 Truck/trailer | 12 Tractor/triples | 97 Other |
| 2 Light truck (van, mini-van, pick-up, sport utility) | 5 Bus (7-15 passengers) | 9 Truck tractor (bobtail) | 13 Unknown heavy truck | 99 Unknown |
| 3 Motorcycle | 6 Single-unit truck (2 axles) | 10 Tractor/semi-trailer | 14 Motor home/recreational vehicle | |
| | 7 Single-unit truck (3 or more axles) | 11 Tractor/doubles | | |

| | | | | |
|--|----------------|-----------|-------|-----|
| Full Name of Vehicle Owner (Last, First, Middle) | Street Address | City/Town | State | Zip |
|--|----------------|-----------|-------|-----|

| | | | | | |
|---|--|-------------------------|------------------------|------------|------------|
| Vehicle Travel Direction __ N __ S __ E __ W | What Was Your Vehicle Doing Prior to the Crash? | | | | |
| | 1 Travelling straight ahead | 4 Turning left | 7 Leaving traffic lane | 10 Backing | 97 Other |
| | 2 Slowing or stopped | 5 Changing lanes | 8 Making U-turn | 11 Parked | 99 Unknown |
| | 3 Turning right | 6 Entering traffic lane | 9 Overtaking/passing | | |

Please Indicate the Sequence of Events as they occurred to YOUR Vehicle by writing the corresponding number (1-52, or 97, 99) in up to 4 boxes below.

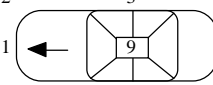
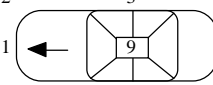
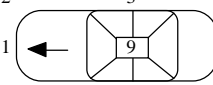
| | | | |
|----------------------|---|---|--|
| What happened first? | What happened 2 ^d (if applicable)? | What happened 3 ^d (if applicable)? | What happened 4 th (if applicable)? |
| □ | □ | □ | □ |

Collision with

- | | |
|-----------------------------------|--|
| 1 Motor vehicle in traffic | 23 Light pole or other post/support |
| 2 Parked motor vehicle | 24 Guardrail |
| 3 Pedestrian | 25 Median barrier |
| 4 Cyclist | 26 Ditch |
| 5 Animal- deer | 27 Embankment/Sloping shoulder |
| 6 Animal- other | 28 Highway traffic signpost |
| 7 Moped | 29 Overhead sign support |
| 8 Work zone maintenance equipment | 30 Fence |
| 9 Railway vehicle (train, engine) | 31 Mailbox |
| 10 Other movable object | 32 Crash cushion/Impact attenuator |
| 11 Unknown movable object | 33 Bridge |
| 20 Curb | 34 Bridge overhead structure |
| 21 Tree | 35 Other fixed object (wall, building, tunnel) |
| 22 Utility pole | 36 Unknown fixed object |

Non-Collision

- | |
|--|
| 40 Ran off road right |
| 41 Ran off road left |
| 42 Cross median/centerline |
| 43 Overturn/rollover |
| 44 Equipment failure (blown tire, brakes, etc) |
| 45 Fire/explosion |
| 46 Immersion |
| 47 Jackknife |
| 48 Cargo/equipment loss or shift |
| 49 Separation of units |
| 50 Downhill runaway |
| 51 Other non-collision |
| 52 Unknown non-collision |
| 97 Other |
| 99 Unknown |

| | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|------------------|---|---|--------|-----|---|---|------------------|---|---|---|------------|--|--|--|----------|--|--|--|------------|
| Was your Vehicle Towed From the Scene Due to Damage? <u>Yes</u> <u>No</u> | <p>Vehicle Damaged Area</p> <p>(circle up to three)</p> | <table style="width: 100%;"> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">0 None</td> </tr> <tr> <td style="text-align: center;">1 ←</td> <td style="text-align: center;">  </td> <td style="text-align: center;">5</td> <td style="text-align: center;">10 Undercarriage</td> </tr> <tr> <td style="text-align: center;">8</td> <td style="text-align: center;">7</td> <td style="text-align: center;">6</td> <td style="text-align: center;">11 Totaled</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: center;">97 Other</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: center;">99 Unknown</td> </tr> </table> | 2 | 3 | 4 | 0 None | 1 ← |  | 5 | 10 Undercarriage | 8 | 7 | 6 | 11 Totaled | | | | 97 Other | | | | 99 Unknown |
| 2 | 3 | 4 | 0 None | | | | | | | | | | | | | | | | | | | |
| 1 ← |  | 5 | 10 Undercarriage | | | | | | | | | | | | | | | | | | | |
| 8 | 7 | 6 | 11 Totaled | | | | | | | | | | | | | | | | | | | |
| | | | 97 Other | | | | | | | | | | | | | | | | | | | |
| | | | 99 Unknown | | | | | | | | | | | | | | | | | | | |

Section C: You and Your Passengers

Please provide the full name, address, and DOB or Age for all passengers in your vehicle. Then write the corresponding code in each of the boxes for each occupant of the vehicle (yourself and all passengers). A list of the possible codes is provided at the bottom of this section.

| | Date of Birth/Age | Sex M/F | A | B | C | D | E | F | G | H | Name of Medical Facility |
|--|-------------------|------------|---|---|---|---|---|---|---|---|--------------------------|
| Driver (See previous page) | | | | | | | | | | | |
| Name of Passenger 1 (Last, First, Middle) | | | | | | | | | | | |
| Address | | | | | | | | | | | |
| City/Town | State | Zip | | | | | | | | | |
| Name of Passenger 2 (Last, First, Middle) | | | | | | | | | | | |
| Address | | | | | | | | | | | |
| City/Town | State | Zip | | | | | | | | | |
| Name of Passenger 3 (Last, First, Middle) | | | | | | | | | | | |
| Address | | | | | | | | | | | |
| City/Town | State | Zip | | | | | | | | | |

| | | | | | | | |
|---|---------------------------------|------------------------------|-------------|---|--------------------------------|--------------------------|--|
| A. Seating Position | | B. Safety System Used | | C. Air Bag Status | | D. Air Bag Switch | |
| 1 Front seat - left side (or motorcycle driver) | 9 Third row - right side | 0 None used | | 1 Deployed-front | 1 Switch in ON position | | |
| 2 Front seat - middle | 10 Sleeper section of cab | 1 Shoulder and lap belt | | 2 Deployed-side | 2 Switch in OFF position | | |
| 3 Front seat - right side | 11 Enclosed passenger area | 2 Lap belt only | | 3 Deployed both front and side | 3 ON-OFF switch not present | | |
| 4 Second seat - left side (or motorcycle passenger) | 12 Unenclosed passenger area | 3 Shoulder belt only | | 4 Not deployed | 4 Unknown if switch is present | | |
| 5 Second seat - middle | 13 Trailing unit | 4 Child safety seat | | 5 Not applicable | 99 Unknown | | |
| 6 Second seat - right side | 14 Riding on vehicle exterior | 5 Helmet | | 99 Unknown | | | |
| 7 Third row - left side (or motorcycle passenger) | 97 Other | 99 Unknown | | | | | |
| 8 Third row - middle | 99 Unknown | | | | | | |
| E. Ejected From Vehicle? | F. Trapped? | G. Injured? | | H. Transported for Medical Care? | | | |
| 0 Not ejected | 0 Not trapped | 1 Fatal injury | | 1 Not transported | 97 Other | | |
| 1 Totally ejected | 1 Freed by mechanical means | <u>Non-fatal injury:</u> | | 2 EMS (emergency service) | 99 Unknown | | |
| 2 Partially ejected | 2 Freed by non-mechanical means | 2 Incapacitating | 5 No injury | 3 Police | | | |
| 3 Not applicable | 99 Unknown | 3 Non-incapacitating | 99 Unknown | | | | |
| 99 Unknown | | 4 Possible | | | | | |

Section D: Other Vehicle(s) Involved in the Crash

| | | | | | | | | | | |
|---|---|---|------------------------------------|-------------------------------|--|--|---|---|------------|------------------|
| Number of occupants in the Vehicle: _____ | Number of injured occupants: _____ | Was Vehicle Damage above \$1000? __Yes__No | Moped? __Yes__No | Hit and Run? __Yes__No | | | | | | |
| Driver's License Number | License State | Date of Birth | Age | Sex __M__F | License Class __D__A__B__C __M__Unknown | Commercial Driver's License Endorsements H__Hazardous N__Tank vehicles P__Passenger transport T__Doubles/Triples X__Tank and Hazardous | | | | |
| Full Name of Vehicle Driver (Last, First, Middle) | | Street Address | | City/Town | State | Zip | | | | |
| Insurance Company | | Vehicle Registration # | Reg. Type | Reg. State | Vehicle Year | Vehicle Make | | | | |
| Indicate type of vehicle | | | | | | | | | | |
| 1 Passenger car | 4 Bus (15 or more passengers) | 8 Truck/trailer | 12 Tractor/triples | 97 Other | | | | | | |
| 2 Light truck (van, mini-van, pick-up, sport utility) | 5 Bus (7-15 passengers) | 9 Truck tractor (bobtail) | 13 Unknown heavy truck | 99 Unknown | | | | | | |
| 3 Motorcycle | 6 Single-unit truck (2 axles) | 10 Tractor/semi-trailer | 14 Motor home/recreational vehicle | | | | | | | |
| | 7 Single-unit truck (3 or more axles) | 11 Tractor/doubles | | | | | | | | |
| Full Name of Vehicle Owner (Last, First, Middle) | | Street Address | | City/Town | State | Zip | | | | |
| Vehicle Travel Direction __N__S __E__W | What Was the Vehicle Doing Prior to the Crash? | | | | Vehicle Damaged Area (circle up to three) | | | | | |
| | 1 Travelling straight ahead | 4 Turning left | 7 Leaving traffic lane | 10 Backing | 97 Other | 2 | 3 | 4 | 0 None | 10 Undercarriage |
| | 2 Slowing or stopped | 5 Changing lanes | 8 Making U-turn | 11 Parked | 99 Unknown | 1 | 5 | 6 | 11 Totaled | 97 Other |
| | 3 Turning right | 6 Entering traffic lane | 9 Overtaking/passing | | | 8 | 7 | 6 | 99 Unknown | |




Section E: Non-Motorist(s) Involved in the Crash

| | | | | | | |
|--|----------------------|---|--------------------------------|---|------------|------------|
| Indicate the type of non-motorist involved | | 1 Pedestrian | 2 Cyclist | 3 Skater | 97 Other | 99 Unknown |
| What was the non-motorist doing prior to the crash? | | | | Where was the non-motorist prior to the crash? | | |
| 1 Entering or crossing location | 6 Working on vehicle | 1 Marked crosswalk at intersection | 6 Median (but not on shoulder) | | | |
| 2 Walking, running, or cycling | 7 Standing | 2 At intersection but no crosswalk | 7 Island | | | |
| 3 Working | 97 Other | 3 Non-intersection crosswalk | 8 Shoulder | | | |
| 4 Pushing vehicle | 99 Unknown | 4 In roadway | 9 Sidewalk | | | |
| 5 Approaching or leaving vehicle | | 5 Not in roadway | 10 Shared-use path or trails | | | |
| | | | 99 Unknown | | | |
| Date of Birth/Age | Sex __M__F | Full Name of Non-Motorist (Last, First, Middle) | | Street Address | City/Town | State Zip |
| Safety Equipment? | | Injured? | | Transported for Medical Care? | | |
| 0 None used | 9 Lighting | 1 Fatal injury | | 1 Not transported | 97 Other | |
| 6 Helmet | 10 Other | <u>Non-fatal injury:</u> | | 2 EMS (emergency service) | 99 Unknown | |
| 7 Protective pads (elbows, knees, etc.) | 99 Unknown | 2 Incapacitating | 5 No injury | 3 Police | | |
| 8 Reflective clothing | | 3 Non-incapacitating | 99 Unknown | If transported, please indicate Hospital/Medical Facility: | | |
| | | 4 Possible | | | | |

Section F: Crash Conditions

| | | | | | |
|--|---|--|--|---|--|
| Light Conditions 1 Daylight 2 Dawn 3 Dusk 4 Dark - lighted roadway 5 Dark - roadway not lighted 6 Dark - unknown roadway lighting 97 Other 99 Unknown | Weather Conditions (up to two) 1 Clear 2 Cloudy 3 Rain 4 Snow 5 Sleet, hail, freezing rain 6 Fog, smog, smoke 7 Severe crosswinds 8 Blowing sand, snow 97 Other 99 Unknown | Traffic Control Device 1 No controls 2 Stop signs 3 Traffic control signal 4 Flashing traffic control signal 5 Yield signs 6 School zone signs 7 Warning signs 8 Railroad crossing device 99 Unknown | Was the traffic control device functioning at the time of the crash? 1 ___ Yes 2 ___ No | Road Surface 1 Dry 2 Wet 3 Snow 4 Ice 5 Sand, mud, dirt, oil, gravel 6 Water (standing, moving) 7 Slush 97 Other 99 Unknown | Roadway Intersection Type 1 Not at intersection 2 Four-way intersection 3 T-intersection 4 Y-intersection 5 On ramp 6 Off ramp 7 Traffic circle 8 Five-point or more 9 Driveway 10 Railway grade crossing 99 Unknown |
| Trafficway Description 1 Two-way, not divided 2 Two-way, divided, unprotected median 3 Two-way, divided, protected median 4 One-way, not divided 99 Unknown | School Bus Related? 1 ___ Yes 2 ___ No | Work Zone Related? 1 ___ Yes 2 ___ No | Manner of Collision 1 Single vehicle crash 2 Rear-end 3 Angle 4 Sideswipe, same direction 5 Sideswipe, opposite direction 6 Head on 7 Rear to rear 99 Unknown | | |

Section G: Crash Diagram

| | | |
|--|---|--|
|  Indicate North by Arrow | <div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;">  </div> | <p>Please draw a diagram of the roadway or streets where the crash occurred, indicating the vehicles involved and direction of travel using the following symbols:</p> <p>→ = Direction <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 15px; height: 15px; text-align: center; line-height: 15px;">1</div> = Vehicle 1 (Your Vehicle) <div style="border: 1px solid black; padding: 2px; display: inline-block; width: 15px; height: 15px; text-align: center; line-height: 15px;">2</div> = Vehicle 2 ○ = Pedestrian/Non-motorist  = North</p> <p>Select one of the following if the crash did not occur on a public way:</p> <p>___ Off-street parking lot ___ Garage ___ Mall/shopping center ___ Other private way</p> |
|--|---|--|

Section H: Witness Information

| Witness Name (Last, First, Middle) | Address | Phone |
|------------------------------------|---------|-------|
| | | |
| | | |

Section I: Property Damage Information (Other than Vehicles)

| Owner Name (Last, First, Middle) | Address | Phone | Property and Damage Description |
|----------------------------------|---------|-------|---------------------------------|
| | | | |
| | | | |

Section J: Description of What Happened

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| |
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| |
| |

Section K: Signature

| | | |
|--|-------------|------------|
| _____ "Signed under Pains and Penalties of Perjury" | Print _____ | Date _____ |
|--|-------------|------------|