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DOCUMENTS AND THINGS THE CLIENT SHOULD BRING TO THE INTERVIEW

The following is a list of documents and tangible things the claimant should bring to the interview, if possible:

- items respecting the injury and accident occurrence;
- names and addresses of adverse parties;
- names and addresses of the adverse parties' insurance carriers;
- names and addresses of witnesses;
- written statements already given by claimant to, e.g., police, witnesses, of the other party; or by witnesses or the other party to the claimant;
- police or other official accident reports or item/order numbers;
- photographs, diagrams, schemes of the accident scene and vehicles or objects involved, if any;
- all physical evidence of the accident capable of being transported (e.g., torn clothing, instruments, equipment or pictures, the product).
- items bearing on the damages sustained:
- medical and hospital reports;
- medical bills;
- repair estimates or bills;

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- documentation of lost earnings to date (e.g., statement from employer, tax returns, W-2's);
- documentation of all other "out-of-pocket" expenses incurred (e.g., car rental costs, towing charges, photographer's costs, etc.).
- insurance policies:
 - automobile;
 - homeowner;
 - medical;
 - disability insurance;
 - life;
 - other policies relevant to the accident.
- employment-related documents if it is a job-related injury:
 - employer's name and address;
 - employment records such as sick days used;
 - workers' compensation carrier;
 - information about general contractor or contractor employing claimant;
 - employment health plan.
- litigation documents:
 - service documents, including a petition if the person being interviewed is a defendant;
 - other documents filed in court.
 - other documents, if relevant:
 - marriage, birth, or death certificates;
 - real property deed and other land documents;

- incorporation or other business documents, including bylaws and articles of incorporation;
- automobile maintenance records;
- passports, driver's license;
- a written or typed narrative of the event which includes the 5 w's—who, what, when, where, and why.