

Florida Car Accident: First Steps & Documentation Checklist

A general-information organizer for facts, documents, communications, and questions after a vehicle incident.



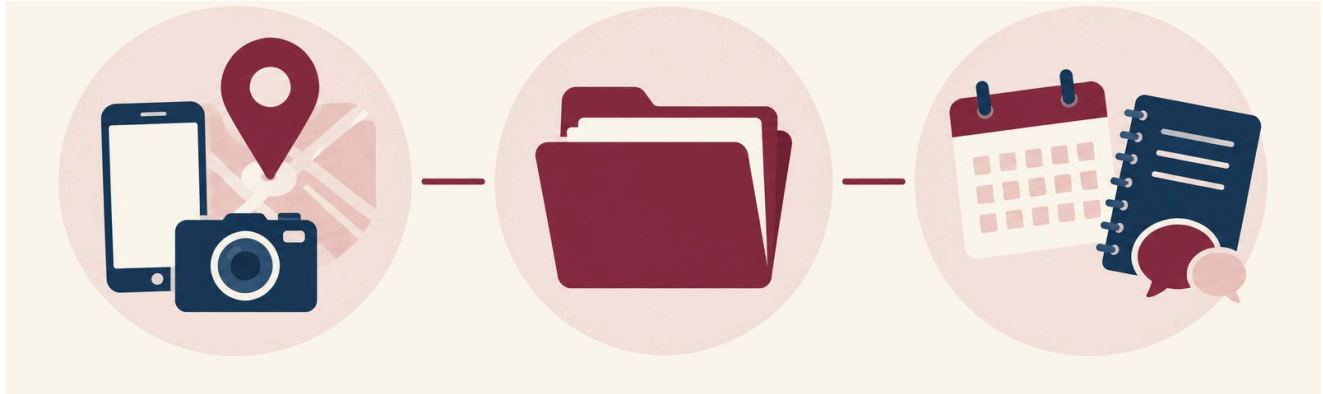
Prepared for **Sunner & Sunner Law Office**
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1 Begin with a calm plan

Take this one step at a time. Record what you personally know, preserve what already exists, and ask a qualified attorney about deadlines, statements, releases, or settlement questions.

A helpful reminder. You do not have to remember everything at once. A simple factual record can reduce pressure and help a lawyer understand what needs attention.



Record	Organize	Ask
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1.1 Prepare at your own pace

- ☐ Record the date, approximate time, location, people, vehicles, and property involved without guessing.
- ☐ Preserve original photos, messages, receipts, claim letters, and documents already received.
- ☐ List medical-provider names, appointment dates, and billing documents already available.
- ☐ Keep a communication log with the date, organization or person, method, and general topic.
- ☐ Do not submit medical records, Social Security numbers, detailed confidential narratives, or financial information through the initial form.

Preparation notes

2 Free information you can use

The short subjects below support both careful reading and quick scanning. Mark the topics that matter now, then return to the others when they become useful.

Start with facts you personally know

Capture basic incident details without adding assumptions or trying to make the account sound stronger.

Preserve photos and existing documents

Keep original files and make a simple inventory before sharing anything sensitive.

Track medical and practical records

List provider names, appointments, bills, repair, rental, tow, and work-related records already available.

Build a communication log

Record dates, people, organizations, communication methods, and the general topic discussed.

Recognize questions that need legal advice

Deadlines, releases, statements, authorizations, coverage, and settlement issues depend on the facts.

Prepare for a consultation

Bring questions about scope, secure document sharing, communication, fees, and next steps.

2.1 Published services or program areas to confirm

Use this list as a conversation guide. Availability, eligibility, scope, pricing, and location details can change.

- Auto and motorcycle accident matters
- Insurance disputes
- Medical malpractice
- Workers' compensation
- Premises-liability matters
- Wrongful-death and other published injury matters

Topics I want to discuss

3 Questions to bring with you

- ☐ Does the firm handle the type of matter I need to discuss?
- ☐ What information should I provide, and how should I share it securely?
- ☐ What can the attorney explain after reviewing the specific facts?
- ☐ Who will communicate with me if the firm accepts the matter?
- ☐ What fee terms, costs, and responsibilities would apply?
- ☐ What should I do if I receive new documents or requests?

My priority question:

Conversation notes:

3.1 Contact and verify current information

Sunner & Sunner Law Office

Longwood, Florida

(407) 831-8522 · [Official website](#)

Operational details were reviewed in September 2026. Confirm current information before relying on it.

- [Official firm website](#)
- [Official contact page](#)

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