

# Villanova University Vehicle Emergency Information

## **In case of a vehicle accident:**

Treatment of any injuries is always most important. In the event of an injury, seek medical attention immediately. On campus, contact Public Safety at 610-519-4444 and Villanova EMS will be dispatched. For off campus incidents, dial 911 for local ambulance response.

If the accident involves other vehicles in addition to the University vehicle, exchange insurance information with any other parties, but **DO NOT ADMIT FAULT**. The insurance card and vehicle registration are located in the glove compartment.

In the event of a hit and run accident, attempt to record the license plate number of the responsible vehicle, and contact the local police (911) immediately to file a report.

## *Required Claim Reporting Procedures:*

### On campus accident:

Contact Villanova's Public Safety Department at (610) 519-4444 as soon as possible to report the accident.

### Off campus accident:

Contact the local police department by dialing 911 to report the accident. Upon return to campus, drive the vehicle to Public Safety to file an incident report. This will ensure that the accident information, including photos of the damages, are sent to the proper area for claims handling.

## **In case of a vehicle breakdown:**

If a University vehicle becomes disabled or if you need to have a tire changed, contact Plisinski Towing at (610) 525-9694. If you get a recording, press the button for emergency towing and leave your name and phone number. Your call will be returned within 10 minutes. Make the arrangements for the vehicle to be towed to the University. Plisinski will bill Villanova for any services rendered.

If you are unable to return to the University with the vehicle, transportation arrangements for return to campus can be made with Main Line Taxi Company at (610) 664-0444. If taxi service is not available, you can contact Carey Limousine at (610) 595-2800 to arrange for transportation.