Support materials for solicitor firms available to Law Society Members

Road Traffic Accident Solicitor Contact Cards

SOLICITOR CARD
If you have been involved in a car accident always contact a solicitor first. This card will help you know what to do.

Accident Lawyer
RTA SOLICITORS
Tel: 028 1234 5678
info@rtasolicitorni.com
The Law Society is offering a service to Solicitors’ firms whereby they can order contact cards and key fob cards with their own contact details to give to clients so that they have immediate access to the necessary information at the time of a road traffic accident.

These are offered as a two piece set and cannot be ordered separately.

Payment must accompany your order.

On receipt of your order, we will send you final artwork for approval and an anticipated delivery date.

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1. Call the emergency services if necessary – 999.
2. Move away from the damaged cars to somewhere safe.
3. Call the police if anyone is injured.
4. Obtain registration number of the vehicles involved.
5. Exchange information with the other person(s) involved. (Names, addresses, telephone numbers, insurance information – name of company and policy number).
6. Get the names, addresses and telephone numbers of any witnesses.
7. Take pictures of the accident using a camera phone or digital camera.
8. Call a solicitor immediately.

**Contact Card**

Your contact details on Side 1
The eight main Action Points on Side 2

**Key Fob Card**

SOLICITOR CARD

Accident Lawyer

RTA SOLICITORS

Tel: 028 1234 5678

If you have been involved in a car accident call a solicitor IMMEDIATELY

**Costs**

<table>
<thead>
<tr>
<th>Contact and Key Fob Cards</th>
<th>Qty 250</th>
<th>£205  plus VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Qty 500</td>
<td>£325  plus VAT</td>
</tr>
<tr>
<td></td>
<td>Qty 1000</td>
<td>£475 plus VAT</td>
</tr>
<tr>
<td></td>
<td>Qty 2000</td>
<td>£725  plus VAT</td>
</tr>
<tr>
<td></td>
<td>Qty 5000</td>
<td>£1100 plus VAT</td>
</tr>
</tbody>
</table>

**NB:**
1. There will be an artwork and set-up charge of £65 plus VAT per order.
2. The Law Society of Northern Ireland will reimburse this £65 charge to each firm which places an order. Please note, there will only be one reimbursement per firm.
Order Form

Contact card with key fob

I wish to order:

Quantity required:

- 250
- 500
- 1000
- 2000
- 5000

(please circle as appropriate)

Contact email address for order queries/artwork clearance:


Calculate the total cost of your order:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact card and key fob</td>
<td>£</td>
</tr>
<tr>
<td>Artwork and set up charge</td>
<td>£ 65.00</td>
</tr>
<tr>
<td>Sub Total</td>
<td>£</td>
</tr>
<tr>
<td>VAT at 20%</td>
<td>£</td>
</tr>
</tbody>
</table>

TOTAL ORDER COST £

I enclose a cheque for £……………….. made payable to 'dcp Ltd'.

Details to be included on your contact card/key fob

Name of firm: 

Contact name: 

Tel no: 

Email address: 

Please return this order form and your payment to:

Karen Irwin
dcp strategic communication Ltd
BT3 Business Centre
10 Dargan Crescent
Belfast BT3 9JP
The Solicitor profession in Northern Ireland - the perfect fit for your firm.

www.lawsoc-ni.org