ARASH LAW
INJURY LAWYERS

PERSONAL ITEM DAMAGE WORKSHEET

Save records and track changes after a crash

Use this worksheet to document each damaged item separately. Write "unknown" if you don't know an answer. Photograph items only when it's safe to do so. If an item was already discarded, record what happened and what evidence remains.

01 | ITEM IDENTIFICATION

Ex. Item description, owner, brand, model, and serial number

02 | CONDITION & CRASH DETAILS

Condition before and after the crash (include earlier damage, observer, and date)

Where the item was and how it was used during the crash

03 | RECORDS & CUSTODY

Photos, receipts, service records, and where copies or backups are saved

Current holder, location, contact information, and transfers (date of transfer, who released and received it, and why)

04 | CHANGES & SAFE DISPOSITION

Completed or planned changes: cleaning, repairs, returns, removed parts, or disposal (include dates or deadlines)

Current status, safety instructions, or disposal

05 | REPLACEMENT

Reason for replacement, purchase date, cost, and where the receipt is saved (if applicable)

06 | QUESTIONS FOR YOUR LAWYER

Questions about inspection, notice, storage, return, or disposal

Tip: Keep dated updates instead of erasing earlier entries. Attach additional pages or records if you need more space.