Supermarket Accident Evidence Checklist (Printable)

> **QUICK ANSWER**
>
> After a supermarket accident, photograph the hazard and the surrounding area, ask for the accident to be recorded and keep a reference, note witness details, get medical treatment and keep the records, and ask for CCTV to be preserved quickly. Keep your footwear and receipt. This printable checklist covers each step and what to write down.

General guidance, not legal advice. Do not take risks to gather evidence: your health comes first, and you can still ask for an assessment if you could not do some of these things.

At the scene (if you are able to)

- [ ] Photograph the hazard before it is cleaned or moved: the spill, item or defect, from a few angles
- [ ] Photograph the wider area: floor surface, lighting, mats, signs, cones, shelving or equipment nearby
- [ ] Note the date, time, aisle or entrance, and the store address
- [ ] Ask for the accident to be written in the accident book, and ask for a reference or a copy
- [ ] Get names or descriptions of staff you spoke to
- [ ] Get names and contact details of any witnesses, if they agree

Your own items

- [ ] Keep the footwear you were wearing, unwashed and unaltered
- [ ] Photograph any visible injury, torn clothing or damaged items, and keep dated photos as bruising develops
- [ ] Keep your receipt, loyalty-card record or bank statement showing you were in the store

Medical and money

- [ ] See a GP, walk-in centre or A&E and tell them how the injury happened
- [ ] Keep appointment letters, prescriptions, referrals and treatment records
- [ ] Keep a simple diary of pain, sleep, mobility and things you cannot do
- [ ] Keep payslips and any sick-pay letters if you lose earnings
- [ ] Keep receipts for travel to treatment, medication, and any help you pay for

Within days

- [ ] Ask the store to preserve CCTV for the time and area of the accident, in writing, and keep a copy of your request
- [ ] Write down what happened while you remember it: what you were doing, what you saw, how it felt
- [ ] Do not sign anything or accept an offer from an insurer before getting advice

Write it down

Date and time

Store and exact location

What was on the floor or what fell

Staff and witnesses (names, contact)

Accident book reference

What I was doing and wearing

Injuries and treatment so far