



COLLISION-RELATED FREQUENTLY ASKED QUESTIONS

PD 101-121 (01-20)

In order to ensure that obtaining all collision-related paperwork is a seamless process, the Department has compiled the following frequently asked questions to address some concerns that you may face:

- **What is the New York State Collision Report (MV-104AN)?**

This is the collision report that is required by the New York State Vehicle and Traffic Law for certain types of collisions. In any incident where a person is injured or killed, all involved motorists and the police must file the collision report with the New York State Department of Motor Vehicles within 10 days of the incident.

- **How can I obtain a copy of a Collision Report (MV-104AN)?**

The Highway District Collision Investigation Squad member investigating the collision will make an initial contact with next of kin and provide a copy of the collision report, free of charge, at the outset of the investigation.

- **What does a collision investigation entail?**

Collision investigators inspect crash scenes, document vehicles and parties' positions (which may include taking photographs, making diagrams and sketches, etc.), measure, collect and analyze data, preserve evidence, interview witnesses and conduct collision reconstructions.

- **Do all collisions resulting in fatalities involve criminal conduct or wrongdoing?**

No. In some instances, an investigation will reveal that there was no criminal conduct by any of the involved parties. Extenuating circumstances, such as manufacturing defects in the vehicle, acts of nature (e.g., a tree falling in the middle of a roadway), or a motorist's undiagnosed medical condition are just a few examples of factors taken into consideration during an investigation.

- **When can I obtain investigative material related to a fatal collision?**

Investigative material, such as witness statements, photographs of a collision scene, and an investigator's findings, are available once the investigation has reached its conclusion. An investigation concludes once a Highway Collision Investigation Squad member reaches an investigative determination, and in some cases, following prosecution by the county's District Attorney. The telephone numbers of each county's District Attorney's Office are provided below.

County	Telephone Number
New York	(212) 335-3648
Bronx	(718) 838-7451
Queens	(718) 286-5951
Kings	(718) 250-2313
Richmond	(718) 556-7094

- **How long does it typically take to complete an investigation?**

While the circumstances of each investigation may vary depending on independent factors, the Highway Collision Investigation Squad typically completes an investigation within six months. Unfortunately, the Department cannot provide an estimate on how long a District Attorney's Office will take to complete its investigation.

- **How will I know when an investigation is complete?**

The assigned Highway District Collision Investigation Squad member investigating the collision will maintain contact with you throughout the process and will inform you once the Department's investigation has been completed.

- **How can I obtain investigative material?**

Once an investigation is complete, a member of the public may request a full collision investigation case file through the NYPD's Freedom of Information Law Unit. The fee for this service has been waived and more information can be found at: <https://www1.nyc.gov/site/nypd/bureaus/administrative/document-production-foil-requests.page>

If you have any additional questions, please contact the Chief of Transportation's Office at (646) 610-5500, or the assigned Highway District Collision Investigation Squad member.