

The Lincolnshire Police Department and State of Illinois Department of Transportation utilize an electronic crash reporting document for all traffic crashes investigated in Lincolnshire.

Basic Crash Information

All parties involved in the crash receive an information card, as shown below.

DUTY TO REPORT ACCIDENT (625 ILCS 5/11-406)
Illinois statute requires that the driver of a vehicle that is in any matter involved in a crash shall, as soon as possible but not later than 10 days after the crash, complete an Illinois Motorist Report. Please have available the Report Number and the Date of Crash to complete the Motorist report. It may take up to 24 hours for the State of Illinois to assign a control number to the traffic crash report and for the information to be available. This field may be filled with N/K, if not yet available. This link opens an automatic application for drivers to complete the required Illinois Motorist Report online <http://motoristreport.illinois.gov>. For more information on completing the Motorist Report, please contact (217) 785-2736.

TO OBTAIN A COPY OF YOUR CRASH REPORT ONLINE GO TO:
<https://policereports.lexisnexis.com>
For customer assistance, please call the LexisNexis® support line at 866.215.2771.

 LexisNexis® | Coplogic™ Solutions

IMPORTANT INFORMATION FOR YOUR RECORDS

Report Number 2020-12345

Accident Date MARCH 2, 2020

Other Parties Involved BOB SMITH

Agency LINCOLNSHIRE POLICE

Please allow 7 days before requesting a crash report.

Driver Information Exchange Document

The Driver Information Exchange document is provided to all drivers free of charge. The Driver Information Exchange document contains information about all drivers, all vehicles and respective vehicle insurance information. To obtain the document visit <https://policereports.lexisnexis.com>. The step-by-step procedure is outlined in the following document. Once at the website you will create an account and obtain a PDF of the Driver Information Exchange document.

If you wish to obtain a copy of the official police report, nominal charges will apply.

For those seeking only to report their crash to the Illinois Department of Transportation, bypass the following few pages and go to the reporting instructions on Page 11 of this document.

Driver Information Exchange Document

Step-By-Step Procedure

The step-by-step procedure to obtain the free Driver Information Exchange is as follows.

1. Visit the LexisNexis Police Report website at:
<https://policereports.lexisnexis.com>
2. Click on the "Search >>" red icon to the left of the screen

3. Enter the state as Illinois and city as Lincolnshire
4. Enter the crash report number, or any other identifying information
5. Click Search

LexisNexis® Police Reports
Crash reports. 24/7/365. At your convenience.

Search Accident Reports

Enter State and Jurisdiction and one of the following:

- Report Number
- Last Name and Date of Incident
- Last Name and Street

State: ILLINOIS
Jurisdiction: Lincolnshire Police Department
Name: First Name, Last Name
Date of Incident: mm/dd/yyyy
Location: Street - ex. 'Main Street' or '123 Main Street', Cross-Street - ex. 'Broadway'
Report Number: 2020-12345

SEARCH CLEAR FORM

Search Tips
You must select both State and Jurisdiction.
DUTY TO REPORT ACCIDENT (625 ILCS 5/11-406) Illinois statute requires the driver of a vehicle involved in a crash to complete an Illinois Motorist Report. Please go to the URL below to complete this. <http://motoristreport.illinois.gov>.

6. The crash incident will appear at the bottom of the screen.
7. Click "Add to Cart"

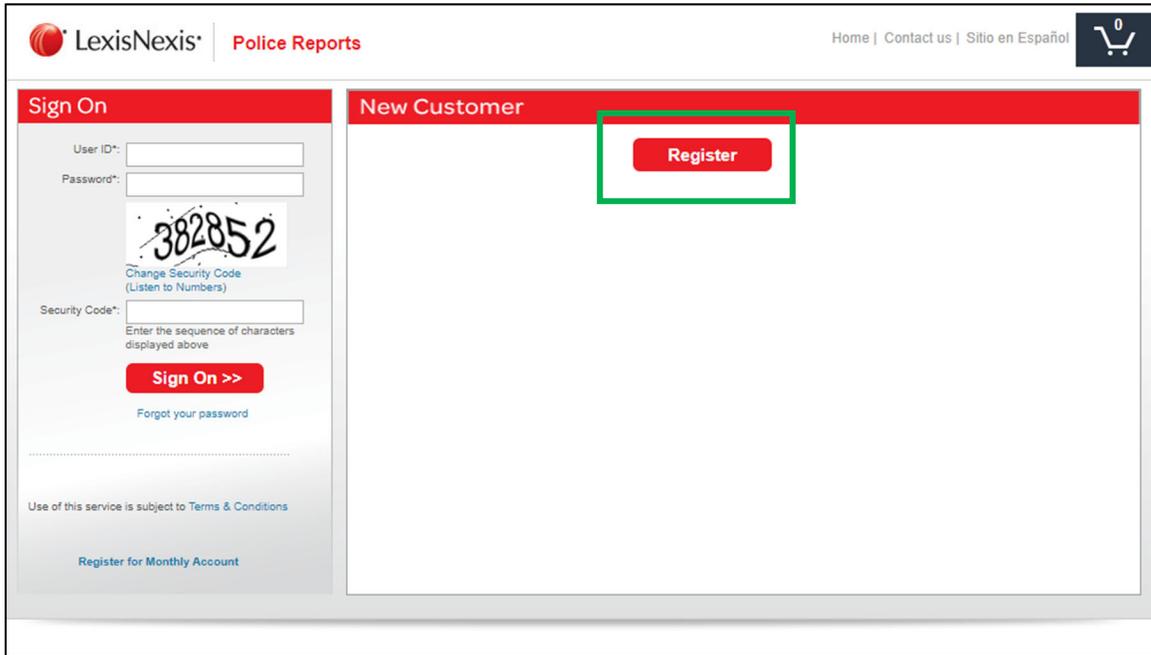
Search Results [Click HERE for a free copy of the State Code Sheet](#)

Jurisdiction and Search Detail Records 1 - 1 of 1

Last Name	Date of Incident	Accident Location & Jurisdiction	Report No(s)	Report Type	
1 Your Name is Here	02/08/2020	Crash Location	2020-12345	Accident Report	Add to Cart

Records 1 - 1 of 1

8. If you have never used LexisNexis before, you will need to create an account as a "New Customer."
9. Click the "Register" button and create an account as an involved party.



10. Click the "Involved Party" button



11. Enter your account information
 - a. Be sure to scroll to the end of the Terms of Use box and check the "Agree to the Police Reports Terms of Use" to move forward in the process.
12. The reports available will generate on the next screen.
13. The Driver Exchange Report is the Driver Information Exchange Document. Click "Add to Cart" beside that document.

14. The other report titled "Accident Report" is the official police report which may be purchased directly from LexisNexis seven days after the crash.

Search Accident Reports

Enter State and Jurisdiction and one of the following:

- Report Number
- Last Name and Date of Incident
- Last Name and Street

State: ILLINOIS

Jurisdiction: Lincolnshire

Name: First Name Last Name

Date of Incident: mm/dd/yyyy

Location: Street - ex. 'Main Street' or '123 Main Street'

Cross-Street - ex. 'Broadway'

Report Number: 2020-12345

Last Report Upload:
03/07/2020

SEARCH
CLEAR FORM

pending. The Illinois Police Report is available on 3/8

Search Results

Jurisdiction - Buffalo Grove PD, IL
Search Terms - Report Number: 20-1304

Records 1 - 1 of 1

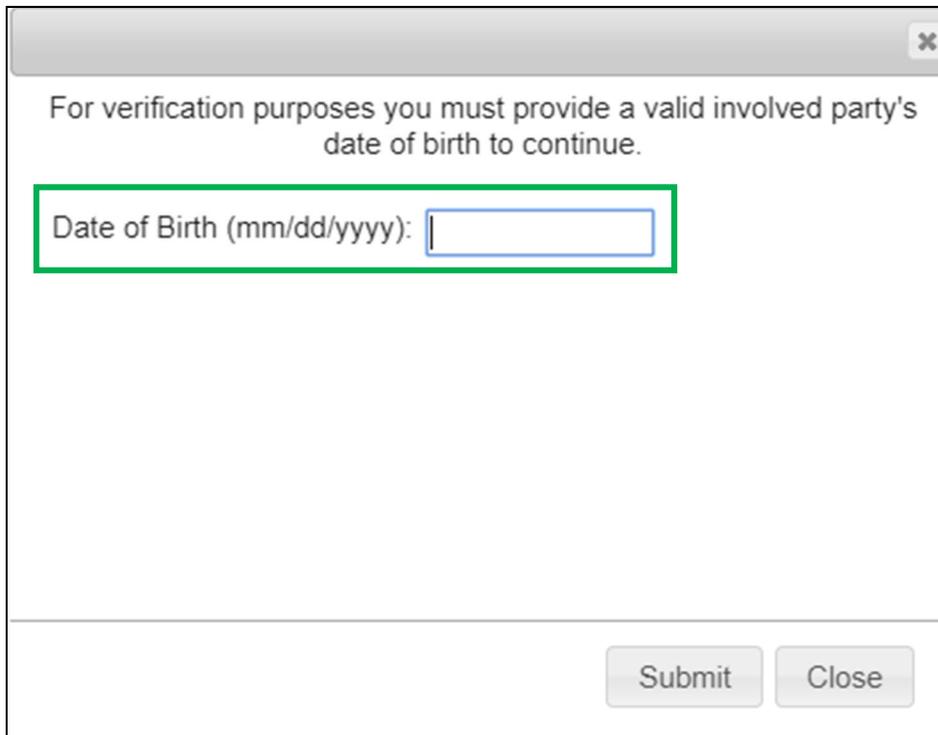
Last Name	Date of Incident	Accident Location & Jurisdiction	Report No(s)	Report Type
All last names within a report.				
1. Your Name - Report 1	Date	Crash Location	Report #	Accident Report Add to Cart
Your Name - Report 2				Free* Drivers Exchange Report Add to Cart

* A Drivers Exchange report is free if the user successfully validates their identity.

Records 1 - 1 of 1

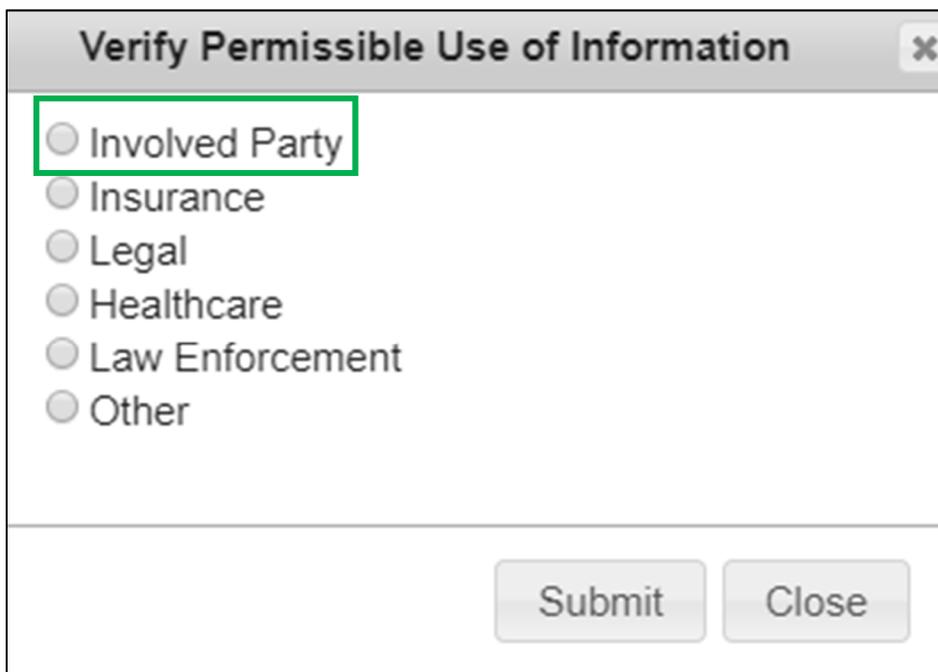
5

15. To verify your permission to download the Driver Information Exchange report, you must enter the driver's date of birth on the pop-up screen.



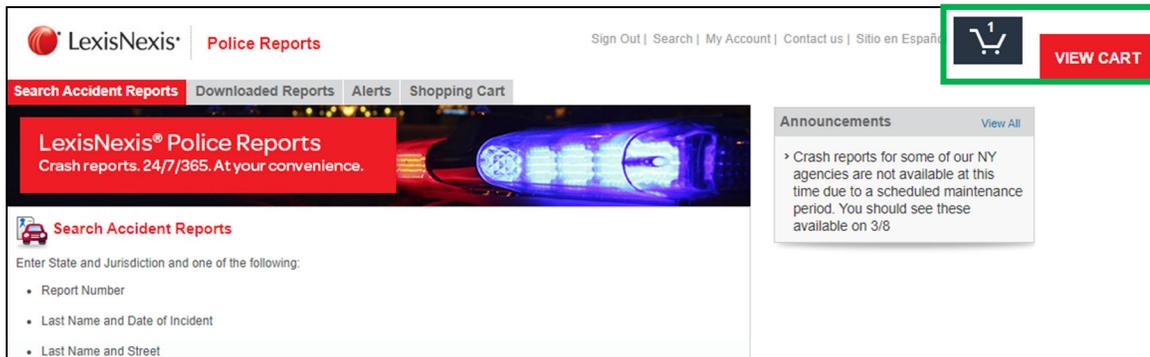
A pop-up window with a grey header bar containing a close button (X). The main content area contains the text: "For verification purposes you must provide a valid involved party's date of birth to continue." Below this text is a label "Date of Birth (mm/dd/yyyy):" followed by an empty text input field. The entire label and input field are enclosed in a green rectangular border. At the bottom right of the window are two buttons: "Submit" and "Close".

16. Enter "Involved Party" again on the next pop-up screen.

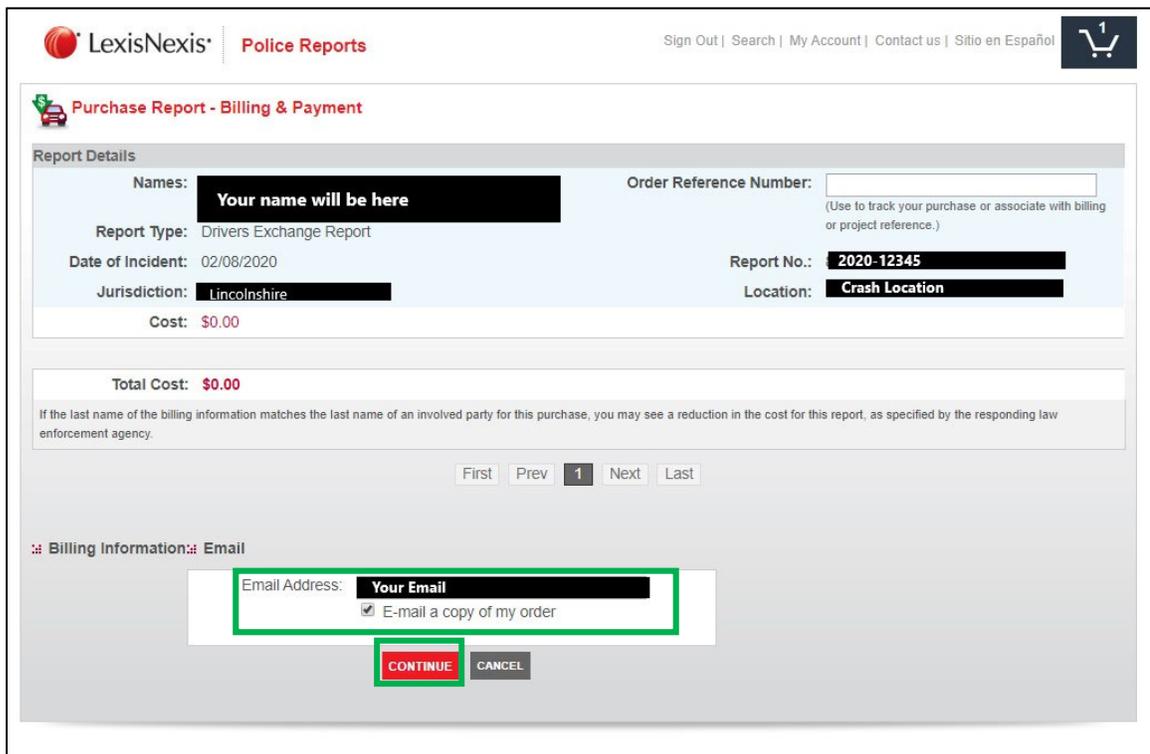


A pop-up window with a grey header bar containing the title "Verify Permissible Use of Information" and a close button (X). The main content area contains a list of radio button options: "Involved Party", "Insurance", "Legal", "Healthcare", "Law Enforcement", and "Other". The "Involved Party" option is selected and is enclosed in a green rectangular border. At the bottom right of the window are two buttons: "Submit" and "Close".

17. Your Driver Information Exchange report is now in your cart.
18. Click on the cart icon to move to the checkout screen.



19. On the checkout screen, verify the total cost is \$0.00 (Free) and click the "Checkout" button.
20. A Purchase Report – Billing & Payment screen will appear. Again the total will be \$0.00.
21. Enter your email address at the bottom and click "Continue."



22. Click "Purchase and Download" button

LexisNexis Police Reports

Sign Out | Search | My Account | Contact us | Sitio en Español

Purchase & Download Report

Report Details

Names:	Your Name	Order Reference Number:	
Report Type:	Drivers Exchange Report	Report No.:	
Date of Incident:	02/08/2020	Location:	
Jurisdiction:			

Cost: \$0.00

Total Cost: \$0.00

First Prev 1 Next Last

Billing Details [print | edit]

If purchasing the official report (not the free Driver Information Exchange), this will contain billing details.

By selecting the Purchase & Download Button, you are certifying that these records will not be used for solicitation.

PURCHASE & DOWNLOAD REPORT

Select the purchase & download report button to view your PDF format Police Report. Downloaded reports are available for 30 days by selecting the Downloaded Reports tab from the main browser window.

23. The report is now available. Click the "View Report" area and it will open as a PDF in a new browser window.

24. Print or save the PDF of the Driver Information Exchange Report

LexisNexis Police Reports

Sign Out | Search | My Account | Contact us | Sitio en Español

Search Accident Reports | Downloaded Reports | Alerts | Shopping Cart

Download Reports

Records 1 - 1 of 1

Last Name, Accident Location & Jurisdiction	Date/Time Purchased	Date of Incident	Report No.	Reference No.	Order Number	Report Type	View Report
Your name	03/07/2020 14:05:31	02/08/2020			103510-284411	Drivers Exchange Report	View Report

Records 1 - 1 of 1

First Prev 1 Next Last

25. Review the report for all driver and vehicle details.
 - a. This report will contain all driver, vehicle and insurance information.

Driver Information Exchange			
INVESTIGATING AGENCY	OFFICER'S NAME / (ID)	AGENCY RPT NO.	REPORT ID
COUNTY	CITY OR TOWNSHIP	CRASH LOCATION ADDRESS	CRASH DATE
LAKE			
UNIT 1	DRIVER'S NAME (Last, First, M.I.)	DRIVER'S PHONE	YEAR, MAKE, MODEL
			2020 VOLVO
	DRIVER'S ADDRESS (Street, City, State, Zip)		PLATE NO. / STATE DRIVER'S LICENSE NO.
UNIT 2	VEHICLE OWNER'S NAME (Last, First, M.I.)	OWNER'S PHONE	VIN
	VEHICLE OWNER'S ADDRESS (Street, City, State, Zip)		VEHICLE OWNER'S INSURANCE / POLICY
UNIT 3	DRIVER'S NAME (Last, First, M.I.)	DRIVER'S PHONE	YEAR, MAKE, MODEL
			2015 HONDA
	DRIVER'S ADDRESS (Street, City, State, Zip)		PLATE NO. / STATE DRIVER'S LICENSE NO.
UNIT 4	VEHICLE OWNER'S NAME (Last, First, M.I.)	OWNER'S PHONE	VIN
	VEHICLE OWNER'S ADDRESS (Street, City, State, Zip)		VEHICLE OWNER'S INSURANCE / POLICY

Duty to Report Accident (625 ILCS 5/11-406)

Illinois Statute requires the driver of a vehicle involved in a crash to complete an Illinois Motorist Report. Please go to the URL below to complete this.
<http://motoristreport.illinois.gov>
 If you are unable to file the form online, please contact (217) 785-2736.

Legal Requirements

Pursuant to 625 ILCS 5/11-406, the driver of a vehicle that is in any manner involved in an accident within this State, resulting in injury to or death of any person, or in which damage to the property of any one person, including himself, in excess of \$1,500 (or \$500 if any of the vehicles involved in the accident is subject to Section 7-601 but is not covered by a liability insurance policy in accordance with Section 7-601 [625 ILCS 5/7-601]) is sustained, shall, as soon as possible but not later than 10 days after the accident, forward a written report of the accident to the Administrator. The Administrator is the Administrator of the Illinois Safety and Family Financial Responsibility Law in Chapter 7 of the Code.

(REV 02/10)

26. Close the LexisNexis website and access the State of Illinois website.
27. Follow the instructions on the bottom of the Driver Information Exchange report for reporting your crash to the Illinois Department of Transportation

Official Police Report For Purchase

1. To obtain the final official police report, after seven days, please return to <https://policereports.lexisnexis.com>.
2. Log back into your previously established account.
3. Access the crash report following the prior steps.
4. At the "Search Result" page, click the report listed that shows "Accident Report" under the Report Type area.
5. Add the Accident Report to your cart and proceed to the checkout screen.
6. Enter your billing information and purchase the final police report.

Search Accident Reports

Enter State and Jurisdiction and one of the following:

- Report Number
- Last Name and Date of Incident
- Last Name and Street

State:

Jurisdiction:

Name: First Name Last Name

Date of Incident:

Location: Street - ex. 'Main Street' or '123 Main Street'

Cross-Street - ex. 'Broadway'

Report Number:

Last Report Upload: 03/07/2020

period for search results available on 3/8

Search Results [Click HERE for a free copy of the State Code Sheet](#)

Jurisdiction - Buffalo Grove PD, IL
Search Terms - Report Number: 20-1304 Records 1 - 1 of 1

Last Name	Date of Incident	Accident Location & Jurisdiction	Report No(s)	Report Type
All last names within a report.				
1. Your Name - Report 1	Date	Crash Location	Report #	Accident Report Add to Cart
Your Name - Report 2				Free* Drivers Exchange Report Add to Cart

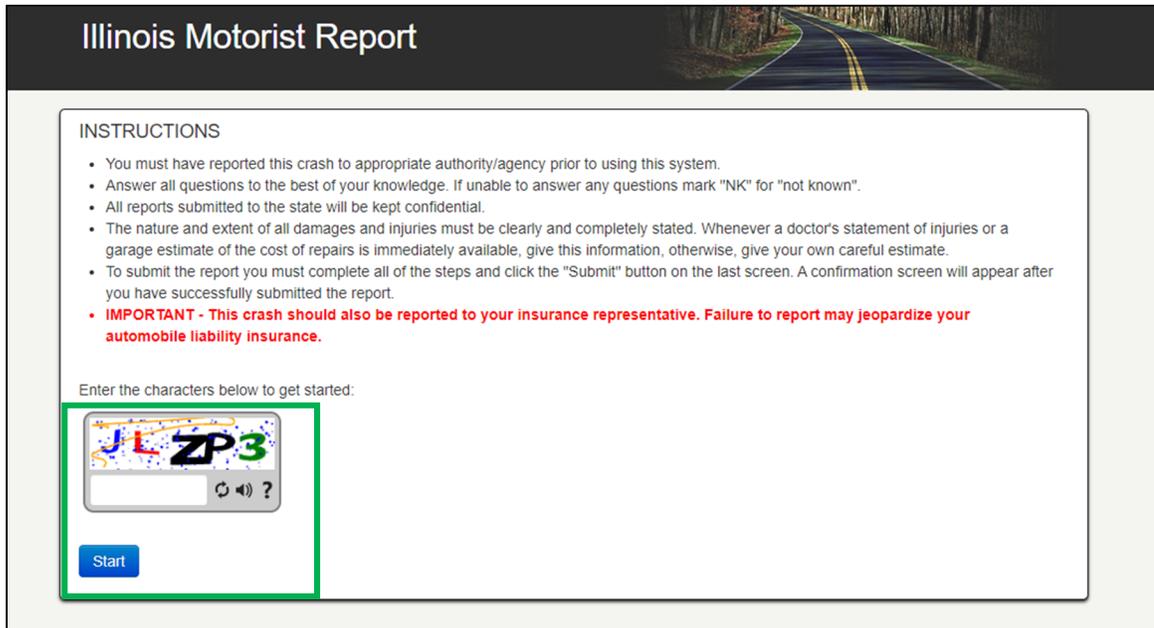
* A Drivers Exchange report is free if the user successfully validates their identity.

Records 1 - 1 of 1

Illinois Motorist Report

Electronically to the Illinois Department of Transportation

1. Visit <http://motoristreport.illinois.gov> to complete the State of Illinois report electronically using the information you just obtained.
2. Enter the security token information on the Illinois website.



The screenshot shows the 'Illinois Motorist Report' website interface. At the top, there is a header with the title 'Illinois Motorist Report' and a background image of a road. Below the header, there is a section titled 'INSTRUCTIONS' with a list of guidelines for reporting a crash. The instructions include: reporting to the appropriate authority, answering questions to the best of your knowledge, confidentiality of reports, providing clear details of damages and injuries, and a warning that failure to report may jeopardize automobile liability insurance. Below the instructions, there is a prompt to 'Enter the characters below to get started:' followed by a security token input field. The token is 'JLZP3', which is highlighted with a green box. Below the input field is a 'Start' button.

Illinois Motorist Report

INSTRUCTIONS

- You must have reported this crash to appropriate authority/agency prior to using this system.
- Answer all questions to the best of your knowledge. If unable to answer any questions mark "NK" for "not known".
- All reports submitted to the state will be kept confidential.
- The nature and extent of all damages and injuries must be clearly and completely stated. Whenever a doctor's statement of injuries or a garage estimate of the cost of repairs is immediately available, give this information, otherwise, give your own careful estimate.
- To submit the report you must complete all of the steps and click the "Submit" button on the last screen. A confirmation screen will appear after you have successfully submitted the report.
- **IMPORTANT - This crash should also be reported to your insurance representative. Failure to report may jeopardize your automobile liability insurance.**

Enter the characters below to get started:

JLZP3

Start

3. Follow the steps and submit your Illinois Department of Transportation report of the crash.

Illinois Motorist Report

YOUR INFORMATION (PERSON REPORTING)

First Name*

Middle Name

Last Name*

Street Address

City

State

Zip

Email Address

This email will be used to send a confirmation copy of the report to you after you have submitted it.

[Previous](#) [Next](#)

SECTIONS

- [General Information](#)
- [Driver](#)
- [Owner](#)
- [Property Damage](#)
- [Injuries](#)
- [Detailed Accident Information](#)
- [Confirmation](#)

4. You will fill out seven total sections of the report before submitting it to the State of Illinois.