

# VICTIM CHECKLIST

If you are the victim of identity theft use the checklist below to assist you. Refer to inside of pamphlet for contact numbers.

- Fraud Alert placed with credit agencies**
- All compromised accounts closed**
- Police contacted—report # \_\_\_\_\_**
- FTC contacted—report # \_\_\_\_\_**
- Documentation needed for police:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Other involved agencies contacted and their phone numbers:**

Agency \_\_\_\_\_

Agency \_\_\_\_\_

Agency \_\_\_\_\_

Local Investigator assigned to my case: \_\_\_\_\_

Contacting my Investigator

Phone: \_\_\_\_\_

Email: \_\_\_\_\_



**Town of DeWitt Police**

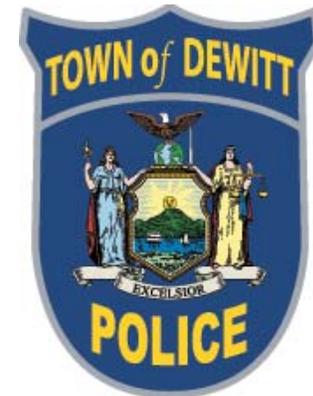
5400 Butternut Drive  
East Syracuse, NY 13057

Phone: 315-449-3640  
Fax: 315-449-3644

Town of DeWitt Police Department

## IDENTITY THEFT REFERENCE GUIDE

*Town of DeWitt Police Department  
5400 Butternut Drive  
East Syracuse, NY 13057*



315-449-3640  
[www.townofde Witt.com](http://www.townofde Witt.com)

# *Identity theft / How to prevent*

Identity theft is a common term used to describe a situation in which someone steals your name, social security number, credit card numbers, bank account information or any other information without your permission to commit a crime.

Preventing the theft of your identity is important however, the reality is that anyone could be a victim with today's technology. To minimize your chances of becoming a victim it is suggested that you take some precautions:



- Never give personal information over the phone unless you initiate the phone call.
- Do not write your pin numbers or social security numbers on items in your purse or wallet.
- Use a shredder to discard pre-approved credit applications, account statements and other vital mail.
- Do not respond to unsolicited emails asking for verification of personal information.
- Do not give personal information in response to unsolicited phone calls claiming you have won a prize or lottery.
- Do not write your full credit card number on a personal check when making a payment. Write only the last four numbers.
- Review your monthly account statements and credit reports for unauthorized purchases or accounts.

## INDICATORS OF COMMON SCAMS

- Unsolicited emails attempting to lure you to supply personal information. This is called a **Phishing** scam.
- Faxes or any other type of contact from someone claiming to be a foreign official or surviving spouse offering to share fortunes in exchange for advanced fees. These scams continue into requests for account numbers and even requests to travel to foreign countries with money.
- Someone offering you overpayment for a service, item or property you have for sale/rent and then asking you to send money back to them or a third party. These requests will often include requests for payment to be wired back to them.
- You find that your mailing address has been changed without your permission.
- Remember, if you are not sure whether an email is a hoax, visit the company website to verify information.

## IMMEDIATE STEPS IF YOU ARE A VICTIM...

- Place a fraud alert on your credit report by calling **1-800-680-7289**.
- Contact banks or credit card companies and close all compromised accounts.
- Contact your local police with as much documentation as possible.
- File a complaint with the FTC by accessing the website at **www.ftc.gov** or **1-877-IDTHEFT**.
- Retain emails, phone messages or suspect documentation to assist the police in their investigation.
- If checks have been stolen or used have "stop payments" put on them and close the account.

## RESOURCES

### Credit Bureaus

Equifax	1-800-525-6285 <a href="http://www.equifax.com">www.equifax.com</a>
Experian	1-888-397-3742 <a href="http://www.experian.com">www.experian.com</a>
TransUnion	1-800-680-7289 <a href="http://www.tuc.com">www.tuc.com</a>

### Federal Agencies

Social Security Administration	1-800-269-0271 <a href="http://www.ssa.gov">www.ssa.gov</a>
U.S Postal Inspectors	1-877-987-3728 <a href="http://www.usps.com">www.usps.com</a>
Internal Revenue Service (tax fraud hotline)	1-800-829-0433
FTC Hotline	1-877-IDTHEFT <a href="http://www.ftc.gov">www.ftc.gov</a>
FDIC	1-877-275-3342 <a href="http://www.fdic.gov">www.fdic.gov</a>

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