# **Simple Safeguards: Stopping Identity Theft Before it Stops You**

Presented by FBI Special Agent Jeff Lanza (Retired)

# 1. Protect Your Personal Information

- ✓ Protect your social security number. Don't provide it unless required and never write it on checks.
- ✓ Photocopy the front and back of all the credit cards you carry in your wallet and store the copy in a safe place.
- ✓ Never routinely carry your social security card, passport, or birth certificate with you.

# 2. Protect Your Documents

- ✓ Shred your confidential trash with a cross-cut or diamond cut shredder.
- ✓ Don't leave outgoing mail with personal information in your mailbox for pick-up.
- ✓ Retrieve mail as soon as possible after delivery and avoid leaving it in your mailbox overnight.

# 3. Be Vigilant Against Tricks

- ✓ Never provide personal information to anyone in response to an unsolicited request.
- ✓ Never reply to unsolicited e-mails from unknown senders.

# 4. Protect Your Communications

- ✓ Ensure your computer is protected against viruses and spyware and set to update often.
- ✓ If you have wireless internet, make sure it is password protected.
- ✓ Make sure your cordless phone is digital and has a frequency of at least 900MHz.

# 5. Check Your Credit Report

- ✓ Order your credit reports at least three times per year (free).
- ✓ Check financial accounts often and investigate any unusual activity.

#### To remove your name from mail and phone lists:

- www.dmachoice.org
- www.donotcall.gov (1-888-382-1222)

#### To stop preapproved credit card offers:

• 1-888-5-OPTOUT (567-8688)

#### **Credit Monitoring and Identity Theft Protection**

*Two options to get started:* 

1. Talk to your insurance agent about what they offer 2. www.debix.com

To sign up for my free newsletter, e-mail a request to: jefflanza@thelanzagroup.com

# Credit Reporting Bureaus

Equifax: (800) 525-6285

P.O. Box 740241 Atlanta, GA 30374

Experian: (888) 397-3742

P.O. Box 9530 Allen, TX 75013

Trans Union: (800) 680-7289

P.O. Box 6790 Fullerton, CA 92834

#### **Credit Reports**

You are allowed 3 free reports each year; to order:

On Web: www.annualcreditreport.com

By Phone: 1-877-322-8228

#### **To Report Internet Fraud:**

www.ic3.gov

### **Key Numbers**

**FBI** (202) 324-3000 or your local field office

FTC 1-877-IDTHEFT

**Postal Inspection Service** 1-877-876-2455

**IRS** 1-800-829-0433

**Social Security Administration** 1-800-269-0271

### IF YOU ARE A VICTIM

- 1. Contact any one of the three credit reporting agencies and place a **fraud alert** on your
- 2. Contact affected financial institutions.
- 3. Contact affected creditors.

#### IF A LOVED ONE DIES

Send a copy of the death certificate to the three credit reporting agencies.

# **Web Sites referred to in presentation**

online search engine to search your name

www.zabasearch.com

virus protection for your computer

Norton or McAfee Software Security Suite

to hold your mail

www.usps.com

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