

IDENTITY THEFT PREVENTION

- Shred unneeded or old documents with personal information, receipts, or mail before you throw them away.
- Collect your mail as soon as possible. If sending out bills or other sensitive documents, drop them inside a secure mailbox at the post office.
- Secure and guard your wallet or purse whether at work, shopping, or at the gym.
- Never carry your Social Security Card around with you. Ask questions before giving out your Social Security Number; only give it out if necessary.
- Use a strong password when logging into online accounts and use multi-factor authentication if possible.
- Check your credit reports annually for any suspicious activity or charges.



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SIGNS OF IDENTITY THEFT

- Keep track of bills and the payment due dates. If you stop receiving a bill, call the company or business to ensure your address or email hasn't changed.
- Review your bills for any unauthorized charges or receive a bill for a new credit card or an account you didn't sign up for.
- Check your bank statements for any unauthorized charges or withdrawals.
- Review your credit report for any accounts or names you don't recognize.

If you become a victim of identity theft, stay calm and follow these steps:

- Call the company where the fraud occurred and ask them to freeze your account.
- Contact the credit reporting bureaus to place a fraud alert account and order your credit report.
- Report your identity theft to the FTC and create a recovery plan at [IdentityTheft.gov](https://www.identitytheft.gov).
- File a police report.

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