

Identity Theft

Identity thieves stole an estimated \$5.2 billion from the Internal Revenue Service (IRS) this past year. The threat of identity theft and refund fraud has increased substantially over the past few years. It was recently estimated that the IRS could pay \$21 billion in fraudulent refunds over the next five years. The culprits begin their fraud by stealing an individual's Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). Next, they either file a tax return reflecting a tax refund using the stolen SSN or ITIN early in the filing season or gain employment and under-withhold taxes. In both instances, taxpayers often do not realize they have been victim of identity theft until they attempt to file their own tax returns.

The IRS has made significant strides in combating fraudulent tax refunds. However, taxpayers should still review the following security measures as well as familiarize themselves with additional steps to minimize their exposure to identity theft:

- Inform your accountant if you have ever been the victim of identity theft.**
- Protect your financial information.**
- Do not carry your Social Security Card or any document(s) with your SSN.**
- Secure personal information in your home.**
- Check your credit report every 12 months.**
- Protect your personal computer and change passwords for Internet accounts.**
- Do not give personal information over the phone unless you have initiated contact.**
- Be aware that the IRS does not initiate contact by email to request personal or financial information. If you receive an email requesting personal information and claiming to be from the IRS, forward the email to phishing@irs.gov.**
- Scammers are becoming increasingly aggressive in contacting victims by telephone. Be aware that the IRS will never contact you via telephone. If you do receive a phone call claiming it is the IRS asking for your SSN, hang up and notify your spouse/partner immediately.**
- If you have experienced a lost or stolen wallet, suspicious credit card activity or credit report, and believe you are at risk, contact the IRS Identity Protection Specialized Unit.**

As an example, throughout the first six months of 2013, 1.63 million taxpayers were affected by identity theft. It's crucial to be aware of this ongoing issue and the preventive steps used to avoid being a victim.

The pages that follow provide additional step by step "recovery" procedures you can follow. On the last page is a form to fill out and receive your credit report free annually to monitor your personal history.

COMMON WAYS ID THEFT HAPPENS:

Identity thieves use a variety of methods to steal your personal information, including:

- 1. Dumpster Diving.** They rummage through trash looking for bills or other paper with your personal information on it.
- 2. Skimming.** They steal credit/debit card numbers by using a special storage device when processing your card.
- 3. Phishing.** They pretend to be financial institutions, companies or government agencies, and send email or pop-up messages to get you to reveal your personal information.
- 4. Hacking.** They hack into your email or other online accounts to access your personal information, or into a company's database to access its records.
- 5. "Old-Fashioned" Stealing.** They steal wallets and purses; mail, including bank and credit card statements; pre-approved credit offers; and new checks or tax information. They steal personnel records from their employers, or bribe employees who have access.



To learn more about ID theft and how to deter, detect, and defend against it, visit ftc.gov/idtheft. Or request copies of ID theft resources by writing to:



Consumer Response Center
Federal Trade Commission
600 Pennsylvania Ave., NW, H-130
Washington, DC 20580

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DETER · DETECT · DEFEND



ftc.gov/idtheft



FIGHTING BACK AGAINST
IDENTITY THEFT

FEDERAL TRADE COMMISSION



DETER

Identity theft is a serious crime. It occurs when your personal information is stolen and used without your knowledge to commit fraud or other crimes. Identity theft can cost you time and money. It can destroy your credit and ruin your good name.

Deter identity thieves by safeguarding your information.

- **Shred financial documents** and paperwork with personal information before you discard them.
- **Protect your Social Security number.** Don't carry your Social Security card in your wallet or write your Social Security number on a check. Give it out only if absolutely necessary or ask to use another identifier.
- **Don't give out personal information** on the phone, through the mail or over the Internet unless you know who you are dealing with. Avoid disclosing personal financial information when using public wireless connections.
- **Never click on links sent in unsolicited emails;** instead, type in a web address you know. Use firewalls, anti-spyware and anti-virus software to protect your home computer; keep them up-to-date. If you use peer-to-peer file sharing, check the settings to make sure you're not sharing other sensitive private files. Visit OnGuardOnline.gov for more information.
- **Don't use an obvious password** like your birth date, your mother's maiden name or the last four digits of your Social Security number.
- **Keep your personal information in a secure place** at home, especially if you have roommates, employ outside help or are having work done in your house.



DETECT

Detect suspicious activity by routinely monitoring your financial accounts and billing statements.

Be alert to signs that require immediate attention:

- Bills that do not arrive as expected
- Unexpected credit cards or account statements
- Denials of credit for no apparent reason
- Calls or letters about purchases you did not make
- Charges on your financial statements that you don't recognize

Inspect:

- **Your credit report.** Credit reports contain information about you, including what accounts you have and your bill paying history.
 - The law requires the major nationwide credit reporting companies—Equifax, Experian, and TransUnion—to give you a free copy of your credit report every 12 months if you ask for it.
 - Visit www.AnnualCreditReport.com or call 1-877-322-8228, a service created by these three companies, to order your free annual credit report. You also can write: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281.
 - If you see accounts or addresses you don't recognize or information that is inaccurate, contact the credit reporting company and the information provider. To find out how to correct errors on your credit report, visit ftc.gov/idtheft.



DEFEND

Defend against ID theft as soon as you suspect it.

- **Place a "Fraud Alert" on your credit reports, and review the reports carefully.** The alert tells creditors to follow certain procedures before they open new accounts in your name or make changes to your existing accounts. The three nationwide consumer reporting companies have toll-free numbers for placing an initial 90-day fraud alert; a call to one company is sufficient:
 - **Experian:** 1-888-EXPERIAN (397-3742)
 - **TransUnion:** 1-800-680-7289
 - **Equifax:** 1-800-525-6285
 Placing a fraud alert entitles you to free copies of your credit reports. Look for inquiries from companies you haven't contacted, accounts you didn't open and debts on your accounts that you can't explain.
- **Contact the security or fraud departments of each company** where an account was opened or charged without your okay.
 - Follow up in writing, with copies of supporting documents.
 - Use the ID Theft Affidavit at ftc.gov/idtheft to support your written statement.
 - Ask for verification that the disputed account has been dealt with and the fraudulent debts discharged.
 - Keep copies of documents and records of your conversations about the theft.
- **File a police report.** File a report with law enforcement officials to help you correct your credit report and deal with creditors who may want proof of the crime.
- **Report the theft to the Federal Trade Commission.** Your report helps law enforcement officials across the country in their investigations.
 - Online: ftc.gov/idtheft
 - By phone: 1-877-ID-THEFT (438-4338) or TTY, 1-866-653-4261
 - By mail: Identity Theft Clearinghouse, Federal Trade Commission, Washington, DC 20580

DETER·DETECT·DEFEND



ftc.gov/idtheft



Annual Credit Report Request Form

You have the right to get a free copy of your credit file disclosure, commonly called a credit report, once every 12 months, from each of the nationwide consumer credit reporting companies - Equifax, Experian and TransUnion.

For instant access to your free credit report, visit www.annualcreditreport.com.

For more information on obtaining your free credit report, visit www.annualcreditreport.com or call 877-322-8228.

Use this form if you prefer to write to request your credit report from any, or all, of the nationwide consumer credit reporting companies. The following information is required to process your request. Omission of any information may delay your request.

Once complete, fold (do not staple or tape), place into a #10 envelope, affix required postage and mail to:
Annual Credit Report Request Service P.O. Box 105281 Atlanta, GA 30348-5281.

Please use a Black Ballpoint Pen and write your responses in **PRINTED CAPITAL LETTERS** without touching the sides of the boxes like the examples listed below.

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0 1 2 3 4 5 6 7 8 9

Social Security Number:

Grid for Social Security Number (9 boxes)

Date of Birth:

Grid for Date of Birth (MM/DD/YYYY)

Month Day Year

Fold Here ----- Fold Here

Grid for First Name (24 boxes)

First Name M.I.

Grid for Last Name (28 boxes)

Last Name JR, SR, III, etc.

Current Mailing Address:

Grid for House Number and Street Name

House Number Street Name

Grid for Apartment Number / Private Mailbox

Apartment Number / Private Mailbox For Puerto Rico Only: Print Urbanization Name

Grid for City, State, and Zip Code

City State Zip Code

Previous Mailing Address (complete only if at current mailing address for less than two years)

Grid for Previous Mailing Address (House Number and Street Name)

House Number Street Name

Fold Here ----- Fold Here

Grid for Previous Mailing Address (Apartment Number / Private Mailbox)

Apartment Number / Private Mailbox For Puerto Rico Only: Print Urbanization Name

Grid for Previous Mailing Address (City, State, and Zip Code)

City State Zip Code

Shade Circle Like This → ●

Not Like This → ⊗ ⊙

I want a credit report from (shade each that you would like to receive):

- Equifax
- Experian
- TransUnion

Shade here if, for security reasons, you want your credit report to include no more than the last four digits of your Social Security Number.



If additional information is needed to process your request, the consumer credit reporting company will contact you by mail.
Your request will be processed within 15 days of receipt and then mailed to you.

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