



CITY HALL
5211 Schluter Rd.
222-2525

POLICE
5211 Schluter Rd.
222-0463

FIRE
5211 Schluter Rd.
222-2528

LIBRARY
1000 Nichols Rd.
222-6127

COMMUNITY CENTER
1011 Nichols Rd.
222-4167

SENIOR CENTER
1011 Nichols Rd.
222-3415

VICTIM'S CHECKLIST

If you are an identity theft victim, take the following steps:

1) Contact each of the three major credit reporting agencies and request that a fraud alert be placed in your credit file.

- Equifax, P.O. Box 740250, Atlanta, Ga. 30374-0250, (800) 525-6285 or www.equifax.com
- Experian, P.O. Box 1017, Allen, Texas 75013, (888) 397-3742 or www.experian.com
- TransUnion, P.O. Box 6790, Fullerton, Calif. 92634, (800) 680-7289 or www.transunion.com

2) Contact companies that provided credit or anything else of value to the thief who stole your identity.

- Immediately call the companies, banks, etc. who have extended credit in your name.
- After you contact the police, follow up with a letter to the credit companies explaining that you did not make the charges on your statement or that you never requested new credit that was issued through fraudulent use of your identity.
- Include in the letter all factual information such as statements or other documents that back you up.
- Include a copy of your police report and a fraud affidavit.

3) Contact your local police or sheriff's department and make a report. Be sure to record the report number.

- Explain how your identity was stolen.
- Provide them with copies of statements or other documents that support your case.

4) Contact the Federal Trade Commission (FTC) and the Internet Fraud Complaint Center (IFCC) to report the theft of your identity. The FTC is the national clearinghouse for identity theft information.

- Contact FTC at (877) ID-THEFT or www.consumer.gov/idtheft
- File a Complaint with the IC3 at <http://www.ic3.gov/>

5) At the FTC Web site or at the Equifax Web site, download the universal fraud affidavit, fill it out and submit it to applicable creditors.

- FTC: www.consumer.gov/idtheft
- Equifax: www.equifax.com

6) After making telephone contact with the credit reporting agencies, follow up with a letter that:

- Explains that someone has stolen your identity and what actions the thief has taken
- Gives factual information, including copies of statements, documents and police reports that back you up
- Requests that a fraud alert be placed in your credit file
- States that credit should not be granted unless you or your spouse is contacted for verification

7) Depending on the nature of the fraud, you may want to contact the following organizations in addition to those listed above:



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- Social Security Administration - if your Social Security number has been used in an unauthorized manner, call the Fraud Hotline at (800) 269-0721 or access the Web site: www.ssa.gov
- Wisconsin Department of Motor Vehicles - if a motor vehicle is involved
- Local Post Office and United States Postal Inspection Service - if mail or a change of address is involved. Access the Web site: <http://www.usps.gov/websites/depart/inspect/fraud/IdentityTheft.htm>
- Federal Bureau of Investigation - if fraudulent activity extends across state lines: www.fbi.gov/contact/fo/territory.htm
- United States Secret Service - if counterfeit checks are involved www.ustreas.gov/usss/
- U.S. Department of State for lost or stolen passport. www.state.gov
- Internal Revenue Service or Wisconsin Department of Revenue if fraudulent tax returns are involved. Access the Federal Web site: www.irs.gov

RESOURCES

The primary federal clearinghouse for identity theft information is the Federal Trade Commission. Its Web site is www.consumer.gov/idtheft/.

After visiting this Web site, you should also consider these Web sites for additional information on identity theft. Several publications are available, including:

- [*From Victim to Victor*](#)
- [*Identity Theft: What to Do If It Happens to You*](#)
- [*Nowhere to Turn: Victims Speak out on Identity Theft*](#)

Other helpful Web sites on identity theft include:

- [*How to keep your personal information secure*](#)
- [*Privacy Rights Clearinghouse*](#)
- [*Privacy Foundation*](#)
- [*The Campaign to Stop Junk E-mail*](#)
- [*Center for Democracy and Technology*](#)
- [*Direct Marketing Association*](#)
- [*Electronic Privacy Information Center*](#)
- [*Health Privacy Project, Institute for Health Care Research and Policy, Georgetown University*](#)
- [*Identity Theft Resource Center*](#)