



## Identity Theft Tracking Sheet

Use this form to record the steps taken in reporting the details of any fraudulent activity.

### Contact the credit bureaus to obtain your credit reports.

Contact the credit bureaus to put a stop on your account, check for fraudulent activity, and report instances of identity theft.

Bureau	Phone Number	Date Contacted	Contact Person	Comments
Equifax	800-525-6285			
Experian	888-397-3742			
Trans Union	800-680-7289			

### Contact the appropriate law enforcement agencies.

Contact the police to file a report.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
Local Police Dept.				

☐ Complete Identity Theft Affidavit.

### Contact Federal Trade Commission

If a victim of identity theft, immediately contact the Federal Trade Commission.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
FTC	877-IDTHEFT			



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### Contact Postal Inspector

If mail has been stolen or your address was changed, contact Postal Inspector.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
Postal Inspector	Local post office			

### Contact Banks, Credit Card Issuers, and Other Creditors

If an account has been opened fraudulently in your name, immediately contact that creditor to protect your legal rights.

Creditor	Phone Number	Date Contacted	Contact Person	Comments
American Express	800-441-0519			
Discover Card	800-DISCOVER			
Diners Club	800-2-DINERS			
MasterCard	800-MC-ASSIST			
Visa	800-847-2911			



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### Write Creditors

Write a letter to each creditor. Repeat what you said in your telephone call (see above). Send copies of your police report and the completed Identity Theft Affidavit. Send your letters by certified mail, return receipt requested. Keep copies of your letters. Continue to review your bills carefully and report any new fraudulent charges to the creditor.

Creditors	Mailing Address	Date Mailed	Date Received	Signee	Comments

### Write Credit Bureaus

Write a letter to each credit bureau. Repeat what you said in your telephone call (see above). Send copies of your police report and completed Identity Theft Affidavit. Remind the credit bureaus that they must remove any information that you, an identity theft victim, say is the result of the theft.. Keep a copy of each letter.

Credit Bureau	Mailing Address	Date Mailed	Date Received	Signee	Comments
Equifax	Consumer Fraud Division PO Box 740250 Atlanta, GA 30374				
Experian	National Consumer Assistance PO Box 1017 Allen, TX 75013				
Trans Union	Fraud Victim Assistance Division PO Box 6790 Fullerton, CA 92834-6790				



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### Contact Check Verification Companies

If your bank checks were stolen, contact check verification companies.

Company	Phone Number	Date Contacted	Contact Person	Comments
CheckRite	800-766-2748			
Chexsystems	800-428-9623			
CrossCheck	800-552-1900			
Equifax	800-437-5120			
SCAN	800-262-7771			
Telecheck	800-710-9898			
National Processing Company	800-526-5380			

### Contact Federal Deposit Insurance Corporation

If you're having trouble getting your financial institution to help you resolve your banking-related identity theft problems, including problems with bank-issued credit cards, contact the Federal Deposit Insurance Corporation.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
FDIC	877-275-3342			



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### Contact Phone Service Provider

If your phone service (PIN number) was stolen or fraudulently used, immediately contact that phone service provider.

Service Provider	Phone Number	Date Contacted	Contact Person	Comments

### Contact Public Utility Commission or Federal Communications Commission

If having problems with service provider removing fraudulent charges, contact your Public Utility Commission or Federal Communications Commission.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
Public Utility Comm.				
FCC	888-CALL-FCC			

### Contact Social Security Administration

If your Social Security Number was stolen or misused, immediately contact the SSA Fraud Hotline.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
SSA	800- 269-0271			



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### Contact State Department of Motor Vehicles

If your driver's license is stolen or your Social Security Number was fraudulently used to obtain a drivers license, immediately contact your state Department of Motor Vehicles.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
DMV Fraud Hotline	866-658-5758			

### Contact U.S. Trust Program

If you're involved in a fraudulent bankruptcy, immediately contact the U.S. Trust Program in your region.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
U.S. Trust Program				

### Contact Investment Account Administrator

If your investments are stolen or fraudulently misused, immediately contact your investment account administrator.

Account	Phone Number	Date Contacted	Contact Person	Comments



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### Contact Securities and Exchange Commission

If your investments are stolen or fraudulently misused, immediately contact the Securities and Exchange Commission.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
SEC	202-942-9634			

### Contact Internal Revenue Service

If you're a victim of tax fraud, immediately contact the Internal Revenue Service.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
IRS	800-829-0433			

### Contact U.S. Department of State – Passport Services

If your passport was stolen, immediately contact the U.S. Department of State – Passport Services.

Agency/Dept.	Phone Number	Date Contacted	Contact Person	Comments
U.S. Dept. of State – Passport Services	Refer to Blue Page in your local telephone directory.			



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### Contact Court System and FBI

In the case of a false civil judgment, contact the court where the judgment was entered. Also, contact FBI on how to clear your name.

Court System	Phone Number	Date Contacted	Contact Person	Comments
FBI				

### Write Debt Collector

Write debt collector that you are the victim of identity theft. Say that you dispute the validity of the debt. Send the letter by certified mail, return receipt requested. If the debt collector is not the original creditor, send your letter within 30 days of receiving the collector's first written demand for payment.

Debt Collector	Mailing Address	Date Mailed	Date Received	Signee	Comments

### Contact Attorney

If you need legal assistance, contact an ARAG Network Attorney.

Attorney's Office	Phone Number	Date Contacted	Contact Person	Comments