



POLICE DEPARTMENT
Town of Trumbull
158 Edison Road
Trumbull, CT 06611
(203) 261-3665 Fax (203) 452-5162

Detective Bureau

Instructions for Completing the Trumbull Police Department ID Theft & Fraud Affidavits

Please complete the attached form and submit it to the Trumbull Police Department so that a case can be opened on your complaint. The information you provide will help to determine if a violation of law exists and how best to investigate it. Attach any documentation that you have to support your complaint. Example include: copies of credit card statements, receipts, bills and other related items.

To make certain that you do not become responsible for any debts incurred by an identity thief, you must prove to each of the companies where accounts were opened or used in your name that you didn't create the debt. The information will enable the police to investigate the fraud. If someone made unauthorized charges to an existing account, call the company for instructions.

This affidavit has two parts:

- **Part One** — the ID Theft Affidavit — is where you report general information about yourself and the theft.
- **Part Two** — the Fraudulent Account Statement — is where you describe the fraudulent account(s) opened in your name.

Before submitting your affidavit, review the disputed account(s) with family members or friends who may have information about the account(s) or access to them. Complete this affidavit without delay. The police need it as soon as possible and many creditors ask that you send it within two weeks after you discover a possible fraud. Delays on your part could slow the investigation. Be as accurate and complete as possible. Incorrect or incomplete information will negatively impact your case. Print clearly.

When you have finished completing the affidavit, return it to the Trumbull Police Department and an officer will be assigned to investigate your case. Attach a copy of any account statements, cancelled checks or other documentation that is pertinent to the investigation. Call 203-261-3665 if you have any questions on the affidavit.

Any one of the nationwide consumer reporting companies to place a fraud alert on your credit report. Fraud alerts can help prevent an identity thief from opening any more accounts in your name. The company you call is required to contact the other two, which will place an alert on their versions of your report, too.

Equifax: 1-800-525-6285; www.equifax.com

Experian: 1-888-EXPERIAN (397-3742); www.experian.com

TransUnion: 1-800-680-7289; www.transunion.com

In addition to placing the fraud alert, the three consumer reporting companies will send you free copies of your credit reports ,and, if you ask, they will display only the last four digits of your Social Security number on your credit reports.

Call the security or fraud department of each company where you know, or believe, accounts have been tampered with or opened fraudulently. Close the accounts. Follow up in writing, and include copies (NOT originals) of supporting documents. It's important to notify credit card companies and banks in writing. Send your letters by certified mail, return receipt requested, so you can document what the company received and when.

Keep a file of your correspondence and enclosures. When you open new accounts, use new Personal Identification Numbers (PINs) and passwords. Avoid using easily available information like your mother's maiden name, your birth date, the last four digits of your Social Security number or your phone number, or a series of consecutive numbers.

Contact the Federal Trade Commission. By sharing your identity theft complaint with the FTC, you will provide important information that can help law enforcement officials across the nation track down identity thieves and stop them. The FTC also can refer victims' complaints to other government agencies and companies for further action, as well as investigate companies for violations of laws that the FTC enforces.

You can file a complaint online at www.consumer.gov/idtheft. If you don't have Internet access, call the FTC's Identity Theft Hotline, toll-free: 1- 877-IDTHEFT (438-4338); TTY: 1-866-653-4261;

or write: Identity Theft Clearinghouse
 Federal Trade Commission
 600 Pennsylvania Avenue, NW
 Washington, DC 20580.

Below are details about the different frauds. Include any relevant transactions or receipts that would benefit investigators. Indicate if you have been reimbursed or have suffered any financial loss.

Name of Institution	Contact Person	Phone	Extension
Account Number	Routing Number	Affected Check Number(s)	
Account Type: <input type="checkbox"/> Credit <input type="checkbox"/> Bank <input type="checkbox"/> Phone/Utilities <input type="checkbox"/> Loan			
<input type="checkbox"/> Government Benefits <input type="checkbox"/> Internet or Email <input type="checkbox"/> Other			
Select ONE:			
<input type="checkbox"/> This account was opened fraudulently.			
<input type="checkbox"/> This was an existing account that someone tampered with.			
Date Opened or Misused (mm/yyyy)	Date Discovered (mm/yyyy)	Total Amount Obtained (\$)	

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If there were more than three frauds, copy this page blank, and attach as many additional copies as necessary.

Enter any applicable information that you have, even if it is incomplete or an estimate.

If the thief committed two types of fraud at one company, list the company twice, giving the information about the two frauds separately.

Contact Person: Someone you dealt with, whom an investigator can call about this fraud.

Account Number: The number of the credit or debit card, bank account, loan, or other account that was misused.

Dates: Indicate when the thief began to misuse your information and when you discovered the problem.

Amount Obtained: For instance, the total amount purchased with the card or withdrawn from the account.