

## TIPS TO SAFEGUARD YOUR IDENTITY

- Tip 1. Go to [www.IDProtectMe247.com](http://www.IDProtectMe247.com) and register and activate your credit file monitoring benefits and request your credit report, or call 1-866-210-0361. Review your credit report to ensure all information is correct. Visit the IDProtect website or call 1-866-210-0361 for assistance with disputing inaccuracies on your credit report.
- Tip 2. Remove your name from pre-screened credit offers at [www.optoutprescreen.com](http://www.optoutprescreen.com) or call 1-888-567-8688.
- Tip 3. Add your telephone number(s) to the National Do Not Call Registry at [www.donotcall.gov](http://www.donotcall.gov) or call 1-888-382-1222.
- Tip 4. Remove your name from individual Direct Mail Association Member mailing lists at [www.dmchoice.org](http://www.dmchoice.org).
- Tip 5. Place an alert on your credit file if you believe you have been affected by identity theft. Go to the IDProtect® website to find the link to the Equifax® Fraud Alert Website or you may call Equifax® at 1-888-766-0008 or mail to Equifax Consumer Fraud Division, PO Box 740256, Atlanta, GA 30374. If you place an alert with one of the credit reporting agencies they will in turn notify the other two agencies. Information for TransUnion® and Experian® can be found on the IDProtect® website.
- Tip 6. In addition to contacting the three national credit reporting agencies, you may request a credit report and place a fraud alert at [www.innovis.com](http://www.innovis.com). Click on the Personal Services tab to get a credit report and place an alert on your file. Innovis offers one free copy of your Innovis Credit Report every 12 months.
- Tip 7. To receive free email reminders to renew your fraud alerts and reorder your credit reports, register your email address with the IDProtect® website.
- Tip 8. For additional copies of your credit report, go to [www.annualcreditreport.com](http://www.annualcreditreport.com) or call 1-877-322-8228.
- Tip 9. Avoid carrying Social Security cards, birth certificates or passports and extra credit cards. If you carry a health care card and your Social Security number is used as your ID number, ask if it can be changed.
- Tip 10. Avoid using unsecured mailboxes. Promptly remove mail from your mailbox. Deposit outgoing mail containing personal information at your local post office. If you can't pick up your mail, contact the U.S. Postal Service at 1-800-275-8777 or [www.usps.gov](http://www.usps.gov) to request a vacation hold.
- Tip 11. Pay attention to billing cycles. If bills or financial statements are late or you fail to receive, contact the sender immediately.
- Tip 12. Select intricate passwords - don't use information that is easily available like your birth date, your mother's maiden name, phone number, or the last four digits of your Social Security number. Don't store passwords in your phone or carry them in your purse or wallet.
- Tip 13. Shred your mail and important documents when disposing of bank statements, credit card bills, convenience checks, pre-approved credit offers, insurance statements and other documents that may contain personal information.
- Tip 14. Handle your personal identifying information with care. Don't give out personal information on the phone, through the mail or over the internet unless you initiated the contact.



For more information or to report a claim, call:

Benefits Service Center  
1-866-210-0361 M-F, 8:30am - 5:00pm EST  
Or visit [www.IDProtectMe247.com](http://www.IDProtectMe247.com)  
Access Code: KS282087

After Hours Assistance:  
Lost/Stolen Credit/Debit Cards- call 1-866-210-0361

ID- PROTECT



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