Identity Theft:

Tobacco Valley Teachers Federal Credit Union will NEVER send you an urgent or time-sensitive email requesting that you confirm or provide personal information. This would include your username, PIN, social security number, ATM/DT card number, account number or any other information that could create identity theft.

If you should receive such an email, do not respond, DELETE IT, and call us immediately to report such a request.

19 SMART WAYS TO PREVENT IDENTITY THEFT:

- 1. Shred all documents at home and work
- 2. Monitor accounts daily if possible
- 3. Keep personal and financial records in a secured place
- 4. Call the post office if you are not receiving mail
- 5. Be aware of shoulder surfing
- 6. Limit the number of cards and IDs in your wallet
- 7. Report lost/stolen cards immediately
- 8. Cancel all inactive accounts
- 9. Contact creditor if you applied and have not received a reply
- 10. Monitor expiration dates as to when new card will arrive
- 11. Sign all new cards immediately upon receipt
- 12. Review your credit report at least annually
- 13. Use numeric passwords and avoid "wallet information"
- 14. Do not use your social security number for identification purposes
- 15. Don't volunteer any card information with anyone
- 16. Don't provide any sensitive information over the phone (or email) unless you initiate contact first
- 17. Don't leave any type of receipts behind
- 18. Don't leave sensitive mail in an unlocked mailbox for pickup
- 19. Don't store your Social Security card in your wallet

For your convenience, the credit union has a shredder on premises for our members use.

Your credit union - working for you and looking out for you.