



Case Number: _____

Identity Theft

Detach this page from the Identity Theft Packet and retain it for your records. After completing the packet and Affidavit, forward the packet to: **The Sonora Police Department located at 609 S. Water Ave., Sonora, TX 76950.** You can also contact a Patrol Officer to pick up the packet and assign you a case number at 325-388-3888.

Identity theft occurs when someone uses your personal information including financial identifiers, without your permission, in order to obtain something of value or to commit fraud or facilitate other crimes with the intent to harm or defraud another. Identity Theft is a violation of the Texas Penal Code under section 32.51.

The Sonora Police Department is committed to stopping and apprehending those individuals responsible for committing Identity Theft. If you believe you are a victim of Identity Theft, take the time to complete the attached packet. The information in this packet facilitates and helps the Detective investigate your case. Upon the return of your completed, signed, and notarized identity theft complaint packet, a case number will be assigned.

It is important that the information you provide be true and accurate. The Identity Theft Affidavit is a sworn statement and will be used as evidence in court should an arrest be made and a case be filed. All pages of the Identity Theft Affidavit - Personal Statement Fact must be signed in front of a Notary. Please state in the Affidavit how you first became aware of the offense and all the details thereafter, to include the names of businesses and persons that you personally spoke to in reference to your case.

As a victim of Identity Theft, you should take to following steps to protect yourself and your credit. The sooner you take action, the easier it will be to correct damages already committed by the Suspect(s).

— Complete the attached Identity Theft Packet and Notarized Affidavit and return it to the Sonora Police Department.

— Contact the fraud departments of any one of the **three consumer reporting companies** to place a “**fraud alert**” or “**security freeze**” on your credit report. The fraud alert tells creditors to contact you before opening any new accounts or making any changes to your existing accounts. When this freeze is added to your report, all third parties, such as credit lenders or other companies (whose use is not exempt under law) will be unable to access your credit report without your permission. You only need to contact one of the three companies to place an alert.

Equifax
P.O. Box 740274
Atlanta, GA 30374

Report Credit Fraud:
(800) 525-6285

Request Credit Report:
(800) 685-1111

www.equifax.com

TransUnion
P.O. Box 2000
Chester, PA 19022

Report Credit Fraud:
(800) 680-7289

Request Credit Report:
(800) 888-4213

www.transunion.com

Experian (TRW)
P.O. Box 2002
Allen, TX 75013

Report Credit Fraud:
(888) 397-3742

Request Credit Report:
(888) 567-8688

www.experian.com

— Obtain copies of your credit reports and check for unauthorized accounts or lines of credit. Forward the credit reports to the Detective assigned to your case if you locate unauthorized accounts or line of credit. If you have unauthorized accounts appearing on your credit report or have received a collection notice for an unauthorized account, the assigned Investigator will require that you forward a “FCRA victim request letter” to the original creditor requesting account information. This letter can be obtained from a Sonora PD Detective.

— Close the accounts that you know or believe have been tampered with or opened fraudulently by contacting the Fraud Department at each creditor.

— File a report with the Federal Trade Commission (FTC). The FTC maintains a database of identity theft cases used by law enforcement agencies for investigations. Filing a complaint also helps learn more about identity theft and the problems victims are having so that we can better assist you.

Federal Trade Commission
(877) ID-THEFT www.ftc.gov & identitytheft.gov

Additional information concerning identity theft can be viewed by visiting the following website provided by **The Attorney General of Texas:** <https://www.oag.state.tx.us/criminal/maincrim.shtml>

IDENTITY THEFT OFFENSES REPORTED TO THE SONORA POLICE DEPARTMENT

Checks

To assist the Sonora Police Department with your investigation, a legible front and back copy of unauthorized checks and bank transaction records is required for investigation and submission with the Sonora Police Department Identity Theft Packet. Failure to provide the documents when turning in this report to the Sonora Police Department will cause the case to be suspended upon initial review and no further investigation will be conducted unless the documents are provided at a later date. If you believe your personal bank checks or bank account information has been compromised, you may need to contact the following:

Shared Check Authorization Network (SCAN)
(800) 262-7771

Chexsystems
(800)428-9623

Telecheck
(800) 710-9898

IRS Tax Refunds

To assist the Sonora Police Department with your investigation, a copy of the tax return transcript is required for investigation and submission with The Sonora Police Department Identity Theft Packet. Failure to provide the documents when turning in this report to the Sonora Police Department will cause the case to be suspended upon initial review and no further investigation will be conducted unless the documents are provided at a later date. A copy of your tax return transcript can be obtained from the IRS by visiting the website IRS.gov or contacting the **IRS** at 1-800-908-9946. The forms you will need to view to obtain the transcripts are **Form 4506T-EZ** and **Form 8821**. **Form 14039** can be used to document and report the theft to the **IRS**.

Credit/ Debit/ Stored Value Cards

To assist the Sonora Police Department with your investigation, a copy of your credit/ debit card transaction statement along with the entire card number is required for investigation and submission with Sonora Police Department Identity Theft Packet. Failure to provide the documents when turning in this report to the Sonora Police Department will cause the case to be suspended upon initial review and no further investigation will be conducted unless the documents are provided at a later date. The Sonora Police Department interprets identity theft involving the use of credit/ debit card numbers only as an offense listed under section 32.51 of the Texas Penal Code, Fraudulent Use/ Possession of Identifying Information. Offenses involving the actual card should be reported to the law enforcement agency where the actual card was used.

Internet and Online Complaints

To assist the Sonora Police Department with your investigation, the website, date (s) and amount (s) of the transaction (s) are required for investigation and submission with The Sonora Police Department Identity Theft Packet. Failure to provide the documents when turning in this report to the Sonora Police Department will cause the case to be suspended upon initial review and no further investigation will be conducted unless the documents are provided at a later date. If you believe your identity was stolen and used via the internet or online services, it may be beneficial to file a complaint with **The Internet Crime Complaint Center** at ic3.gov. The IC3 was established as a partnership between the **Federal Bureau of Investigation (FBI)** and the **National White Collar Crime Center (NW3C)** to serve as a means to receive Internet related criminal complaints and to further research, develop, and **forward** the criminal complaints to federal, state, local, or international law enforcement and/or regulatory agencies for any investigation they deem to be appropriate.

Unauthorized Accounts

To assist the Sonora Police Department with your investigation, documentation with your account number and the original creditor is required for investigation and submission with The Sonora Police Department Identity Theft Packet. Failure to provide the documents when turning in this report to the Sonora Police Department will cause the case to be suspended upon initial review and no further investigation will be conducted unless the documents are provided at a later date.

Identity Theft can be reported in the jurisdiction where the offense occurred or to the jurisdiction where the victim of identity theft resides. The Sonora Police Department reviews and documents all reports of identity theft from the residents of The City of Sonora or offenses that occur within the City of Sonora. However, the Department is unable to conduct an investigation into all of the reports. The following is a list of reasons your identity theft report may not be investigated by the Sonora Police Department:

- the statute of limitations has expired*
- insufficient documentation was provided with this packet*
- the offense occurred in another jurisdiction*
- evidence/ information/ documentation were not able to be obtained from a third party*
- the evidence/ information/ documentation are not sufficient to identify a specific suspect*

Additional information needed to complete this packet can be obtained by contacting the Sonora Police Department at 325-387-3888.

Report Number _____

**Identity Theft Complaint Form
Sonora Police Department
609 S. Water Avenue
Sonora, Texas 76950**



1. Complainant Information

| | |
|---|---|
| Full Legal Name (last, first middle) | Date of Birth |
| Driver's license number | Race/sex/age |
| Social Security Number | Business Name |
| Home Address _____ _____ _____ | Business Address _____ _____ _____ |
| Contact Telephone Number(s) | e-mail |

2. How long have you lived at the home address list above: _____

3. If a suspect is identified, do you want to prosecute the suspect for the unauthorized use/possession of your identifying information: Yes No

4. Your identifying information was used to:

- _____ make purchase(s) using my credit/ debit card number (s) or information
- _____ open new accounts or use my existing accounts
- _____ make unauthorized withdrawals from my personal banking accounts
- _____ obtain employment
- _____ check fraud
- _____ other (explain)

***Your identity theft complaint form should contain documentation supporting the offense you are reporting. If the location of your offense is outside the jurisdiction of the Sonora Police Department, your complaint form will be forwarded to the jurisdiction where the offense occurred provided that the location is listed on your form. The assigned Investigator may request additional information and must show specific identifying information (name, date of birth, social security number) was used to commit an offense.**

5. If your identity was used to open, obtain, use or access credit/ debit card (s), complete the following:

| Transaction Date | Transaction Time | Transaction Amount | The Bank that Issued Your Credit/ Debit Card | Credit/ Debit Card Number | Location Where Your Credit/ Debit Card was used |
|------------------|------------------|--------------------|--|---------------------------|--|
| 02/20/2012 | 4:37 PM | \$153.27 | Sonora Bank | 1234 1234 1234 1234 | Sonora Gas Station #1234, 123 Main Street, Sonora, Texas 76950 |
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| | | | | | |

6. If your identity was used to charge existing or to open new accounts (Banking, Utility, Phone, etc...), complete the table below:

| Company or Institution where account was opened | Account Number | Date (s) of Service | Account Balance | Company or Institution telephone number | Address used to open account |
|---|--------------------|---------------------|-----------------|---|------------------------------|
| Sonora Phone Store | 123 123 123 123 | 3/1/07- 11/30/07 | \$153.27 | (972) 291-5181 | 123 Sonora Road, Texas |
| | | | | | |
| | | | | | |
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7. If your identity was used to commit an offense not covered by the above tables then use the lines below to document the date, time, location, account number(s) and the amount of the loss.

Documentation must be submitted supporting the reported fraudulent activity. Failure to provide supporting documentation will delay the case investigation and/ or result in a suspended case investigation. It is the policy of the Sonora Police Department to not assign cases involving identity theft with a loss of less than \$500 for investigation.

