

MAPLE GROVE POLICE DEPARTMENT

12800 Arbor Lakes Parkway
763-494-6100

Identity Theft & Fraud Information Packet

Police Case Number: _____



Instructions:

1. Contact your financial institutions and close any accounts being used fraudulently. Consider placing a credit bureau "fraud alert" on your social security number. More information on that is at the end of this packet.
2. Decide if you want to pursue a criminal investigation. If you do, **fill out everything in this packet that is applicable**. You are not required to pursue a criminal investigation. Financial institutions typically require victims to file an informational report and obtain a police case number in order to conduct their own internal investigation where they determine if/when they will refund you.
3. If you are pursuing an investigation, return this form to the Maple Grove Police Department by bringing it to the front desk during normal business hours. **Please note that it is beneficial to return this packet as soon as possible. Some types of evidence can be lost if the packet is delayed.**
4. Consider obtaining monitoring on your credit to prevent additional fraud.
5. It is advisable to maintain detailed and organized records of all correspondence involving this fraudulent incident. First and foremost, monitor your accounts and be sure to document, report, and respond to any additional fraudulent activity.

**Please note that the completion of this packet does not guarantee success in a criminal prosecution. Various factors impact these types of investigations and prosecutions. The Maple Grove Police Department cannot assure that any charges and/or restitution will result from this investigation. These types of investigations are information dependent, meaning that our ability to investigate will depend on the information we are provided. Credit card fraud and identity theft can be the basis of a criminal prosecution only if the facts constitute a violation of criminal law and if the prosecutor is able to prove all the elements of the offense. Not every case can be prosecuted. You always have the option to pursue action through the civil courts. Please contact Hennepin County for additional information on civil court proceedings.*

VICTIM INFORMATION

NAME First: _____ Middle: _____ Last: _____

Date of Birth: _____

Home Address: _____

Cell Phone Number: _____

Home Phone Number: _____

Email Address: _____

Are any compromised accounts/cards held jointly?

- Yes
- No

If so, who is the other person or persons on the account?

NAME First: _____ Middle: _____ Last: _____

Date of Birth: _____

Joint accounts:

NAME First: _____ Middle: _____ Last: _____

Date of Birth: _____

Joint accounts:

OFFENSE INFORMATION

What type of fraud/identity theft is involved? Please check all that apply.

- Credit card or debit card fraud (making purchases using your credit/debit card without permission.)
- Opening new credit/debit card(s) in my name.
- Opening telephone and/or utility accounts in my name.
- Opening new bank accounts in my name.
- Taking out unauthorized loans in my name.
- Obtaining government benefits in my name (such as unemployment benefits).
- Obtaining medical services or insurance in my name.
- Obtaining a driver's license or identification card in my name.
- Check fraud.
- Other. Please describe:

What personally identifiable information was compromised? Please include names, dates of birth, addresses, etc. for anyone who's information was compromised.

If there was a monetary loss, did you receive a refund/credit from the bank or company?

Total estimated monetary loss: \$ _____

If your credit cards were used fraudulently, do you still have the card(s) in your possession?

- Yes
- No

Please list any accounts or cards that were compromised along with account numbers and fraudulent transaction information. Attach additional pages if necessary to list all accounts. It is also helpful to attach bank statements, letters from financial institutions, or other documentation of the fraudulent transactions.

Name of Account *(example: US Bank checking account or Wings Financial debit card)*

Account/Card #: _____

- This is my account**
- This account was opened fraudulently**

Date, Time, & Location of fraudulent transactions (if known, please include time zone):

(example: 9/1/2021 at 2:23 PM ET at Maple Grove Walmart for \$59.57)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

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- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____

Please list the institutions (financial institutions, social security administration, etc.) you have contacted to close accounts/prevent additional fraud. If you received a reference or case number from that institution please list it below.

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

Institution: _____ Reference #: _____

(attach additional pages if more space is needed)

Date you became aware of the fraudulent activity: _____

How did you first become aware of the fraudulent activity?

If you are aware how your information was obtained, please describe it below. (Examples: Was your mail, wallet, checkbook, etc. stolen? Did you recently receive a scam phone call or email where your information was given out? Was your home or car recently burglarized?) Also, please inform us if you believe you know who is involved in the exploitation of your information.

RESOURCES

This section is included to provide resources and information that you may find helpful in protecting yourself from continuing fraud, identity theft, or monetary loss. You may keep these pages for yourself and you do not need to fill out anything in this section.

Checklist:

- Contact the institutions/companies accounts that have been compromised and close them. This includes credit cards, checking accounts, and any other type of financial account. This is your responsibility and the sooner you do this, the sooner the suspect will be unable to use your identity and continue stealing from you.

If you have accounts that were not compromised yet but the information was stolen, you should contact the financial institution for guidance on how to protect the account.

- Contact the credit bureaus below and place a credit freeze or credit lock for you or anyone in your family that was impacted by fraud. This will help stop anyone from opening new accounts in your names. This important step has helped many victims from suffering additional fraud. The three major credit bureaus to report to are:

Trans Union

- ❖ <https://www.transunion.com/credit-freeze>

Experian

- ❖ <https://www.experian.com/freeze/center.html>

Equifax

- ❖ <https://www.equifax.com/personal/credit-report-services/credit-freeze/>

- We also recommend that you report your fraud or identity theft case to the Federal Trade Commission. Their site has additional information about protecting yourself, recovering from identity theft, and obtaining free credit reports. Even though the FTC cannot resolve your individual case, your report helps track and combat fraud and identity theft throughout the community.

Federal Trade Commission

- ❖ <https://www.ftc.gov>

- If you were the victim of an internet crime, you can file a complaint with the Internet Crime Complaint Center.

Internet Crime Complaint Center

- ❖ <http://www.ic3.gov>

- If you are the victim of tax-related identity theft including unemployment benefit fraud or tax return fraud, please visit the “Identity Theft Central” page of the Internal Revenue Service for additional information on what actions to take.

Internal Revenue Service

- ❖ <https://www.irs.gov/identity-theft-central>

- The Minnesota Attorney General’s Office also provides additional information on these types of crimes and vulnerabilities and provides some advice on protecting yourself from these incidents.

The Office of Minnesota Attorney General

- ❖ <https://www.ag.state.mn.us>

- If you would like a copy of the police report, complete an Information Disclosure Request, which can be found on the Maple Grove Police Department website. Options for submitting the form are listed online. Due to demands it can take up to 10 business days to receive a copy after the report is complete.

Maple Grove Police Department

- ❖ <https://www.maplegrovern.gov/281/Police-Traffic-Accident-Reports>

There are many reasons you may want a copy of the police report, including needing to submit it to credit bureaus or financial institutions, or to keep a copy for your own records. It is advisable to keep a copy of all documents you receive and send related to this matter for your own records.