



How To Protect Your Privacy



Protecting your personal privacy is of vital importance in an age where incidents of identity theft are on the rise.

The following tips are designed to help you avoid becoming a victim of privacy crime:

Documents and Mail:

- Keep all receipts and reconcile them with your statements
- Ensure that all items containing personal information, such as credit card applications, charge receipts, insurance forms, bank statements and physician reports are shredded and safely disposed of
- Never leave receipts at bank machines, bank wickets, in trash cans or at gasoline pumps
- Pay close attention to billing and mailing cycles

- Put outgoing mail in post office collection boxes Remove mail from your mailbox promptly upon delivery
- If you are going to be away from home, ask a trusted friend or neighbour to retrieve your mail or activate a 'hold mail' service with Canada Post
- Avoid mail solicitations disguised as promotions that request personal information

Identification, Credit and Credit Cards:

- Photocopy the contents of your wallet
- Don't carry your birth certificate or a photocopy of it in your wallet or purse
- Never keep a record of your passwords or Social Insurance Number (SIN) in your wallet or handbag
- Never leave personal identification and/or credit cards in your vehicle
- Disclose your SIN only when necessary



- Carry only the credit cards and identification you actually need
- Cancel credit cards you no longer use and keep a list of ones you do
- Lower the limits on existing credit cards so that thieves can't get away with large amounts of cash
- If you lose your credit card(s), notify your creditors immediately and request that a fraud alert be placed on your file
- Never disclose credit card or banking information over the phone, unless you initiated the call or know who you are dealing with
- Beware of phone solicitations asking for personal details
- Periodically check your credit report

Passwords:

- When creating passwords and personal identification numbers (PINs), avoid using your birth date, a series of consecutive numbers, or digits others may know are important to you
- Choose difficult passwords and change them periodically
- Ask that your accounts require passwords before any inquiries and/or changes can be made

Miscellaneous:

- Arrange to have cheques picked up at your bank branch
- Don't have your full name printed on your cheques. Use your first initial to prevent would-be thieves from knowing your full name.

FOR MORE INFORMATION, PLEASE CONTACT:

Halton Regional Police Service

Regional Fraud Unit

905-465-8741

<https://www.haltonpolice.ca/about/specializedunits/fraud.php>

One Vision, One Mission, One Team