SANDWICH, ILLINOIS
Police Department

Identity Crime Victim Checklist

Gathering these items now will help move the investigation forward and help you to recover your good name!

☐ Date of birth, driver's license number, Social Security number, telephone numbers (work, home, and cellular), and email addresses of every victim in the household.

☐ Account numbers involved in the crime and the names of primary and secondary account holders.

☐ When and how the fraud was discovered and under what circumstances the victim became aware of the identity crime.

☐ Exact locations (addresses, business, persons involved) where fraudulent use of the identity occurred.

☐ Names, addresses (home and work), phone numbers, date of birth of every person involved in the incident.

☐ Names of financial institutions the victim has notified of the theft, along with the names, addresses, and phone numbers of customer service representatives or investigators who accepted the report, the dates and times of the reports, a brief summary of the conversation, and copies of any email messages or faxes sent to or received from the financial institutions.

☐ Photocopies of any letter, account statements, and other documents associated with the case.

☐ A chronological log of the crime and the victim's actions since discovering the crime, to include information about the discovery of the crime or fraud, possible locations of the crime, and names or descriptions of persons around when the crime might have occurred.

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