

Reporting Fraud/ID Theft at the Tumwater Police Department

This Tumwater Police **Fraud/ID Theft Reporting Packet** includes:

- Instructions for reporting Fraud/ID Theft
- Identity Theft Information Sheet (retain for your records/information)
- Fraud/ID Theft reporting form

Instructions for reporting Fraud/ID Theft

1. Obtain a notarized affidavit of forgery from your bank as well as any bank/credit card statements that show fraudulent activity.
 - a. If neither of the above listed can be obtained, please provide the victim notification letter you received from the creditor informing you of the fraudulent charges/accounts.
2. Fill out the Fraud/ID Theft form in its entirety.
3. Attach all documentation (affidavit of forgery, bank/credit statements, copies of checks etc) to the Fraud/ID Theft form and turn in to the Tumwater Police front office Monday through Friday 8:00am to 5:00pm. *(NOTE: you will be asked to provide a valid picture ID)*
4. Front office staff will assign a Tumwater Police case number, make copies of Fraud/ID Theft form and any documentation you have included. A copy of the Fraud/ID Theft form and the originals of any attachments you included will be returned to you to retain for your records.
5. The whole packet will then be forwarded for review.
 - a. If found that the crime has occurred in another police jurisdiction, your report will be referred to the appropriate Police Department.
 - b. You will receive a letter from the Tumwater Police Department informing you of any referrals/closures of your case.

Please fill out the Fraud/ID Theft form legibly.

TIP: Answer questions 5 and 10 on the Fraud/ID Theft form as if you are speaking to an officer.

*Please report **internet crimes** to the Internet Crime Complaint Center at www.ic3.gov. This is a partnership between the Federal Bureau of Investigation (FBI), the National White Collar Crime Center (NW3C), and the Bureau of Justice Assistance (BJA).*

If you have any questions feel free to contact the
Tumwater Police Department
Monday - Friday 8:00am - 5:00pm
555 Israel Road SW Tumwater, WA 98501
(360) 754-4200