

# Prevent



**Knowing how to prevent identity theft is the most important step to avoid being a victim.**

- Be wary of requests that direct you to a website or toll-free number asking for personal information or your password.
- If the request or call is from a creditor, do not respond. Instead contact the agency directly using the phone number on your credit card or financial statement.
- If you are going to be away for an extended period of time contact your local Post Office to hold your mail until you return.
- Only provide personal information over a secured site; the addresses for these sites will include “https” in your web browser.
- Install and maintain an anti-virus program on your computer.
- Shred all personal and financial documents that you no longer need.
- Before you share information at your workplace or a business, ask who will have access to it, and how it will be secured.

**ID  
THEFT**

For more information visit  
[www.MyFloridaCFO.com/YMM](http://www.MyFloridaCFO.com/YMM)