

What do I need to shred?



Due to identity theft concerns, it is important that you shred any paper that contains identifying information such as your name, address, signature, account numbers of any kind (bank, investment, credit card, etc.), medical information, legal information, credit card offers, and of course your Social Security number. The website fightidentitytheft.com recommends shredding the following items.

For more information on how to protect yourself from identity theft, [visit www.fightidentitytheft.com](http://www.fightidentitytheft.com).

Documents and items containing names (including maiden names,) addresses, phone numbers or e-mail addresses such as:

- * address labels from junk mail, catalogs and magazines
- * birth certificates
- * credit card applications and pre-approved credit card offers
- * credit reports and histories
- * driver's license or items with a driver's license number
- * employment records
- * identification cards such as college IDs, state IDs, employee ID badges, and military IDs (un-laminated)
- * insurance documents
- * copies of legal documents
- * luggage tags
- * copies of medical and dental records
- * pay stubs
- * pharmacy receipts and prescription drug papers and labels
- * report cards
- * resumes or curriculum vitae
- * tax documents + forms
- * transcripts
- * travel documents such as itineraries, used airline tickets, expired passports and visas
- * utility bills (telephone, gas, electric, water, cable / satellite, Internet)

Items with your signature such as:

- * leases
- * contracts
- * letters
- * voided checks

Documents and items with account numbers such as:

- * ATM receipts
- * bank statements
- * canceled checks
- * voided checks
- * credit card bills, carbon copies, summaries and receipts
- * receipts with checking account numbers
- * investment documents
- * investment, stock and property transactions

Documents and items containing passwords or PIN numbers

Papers with a Social Security number