



# STAY SAFE DURING TAX TIME



*Tax Season is prime time for online scams* In 2015, the Federal Trade Commission received close to half a million complaints and 45% were tax fraud-related. Cyber thieves are crafty, they can break into your account or device and literally steal your online life - as well as your tax refund.

## DON'T BECOME A VICTIM: WATCH OUT FOR TAX SEASON TRICKS

**PHISHING SCAMS:** Cybercriminals will try to get you to do something, like click on a link or respond to an email, so they can steal your personal information. Payroll Administration or Accounts Payable Branch will not contact the employee to ask for personal information related to W2 or 1099, respectively, except when there's an active inquiry initiated by the employee.

### IMPOSTERS:

The IRS will never email or call you demanding immediate payment without having first mailed a bill - nor will they ask for a credit or debit card number via email or phone.

**TAX PREPARER FRAUD:** The overwhelming majority of tax preparers provide honest services, but some unscrupulous individuals may target unsuspecting taxpayers and the result can be refund fraud and/or identity theft. The IRS reminds anyone filing a tax return, that the preparer must sign it with their preparer tax identification number.

## WHAT TO DO IF YOU BELIEVE YOU ARE A VICTIM OF TAX/W-2 FRAUD

There are a number of ways to have your information compromised, and even if you do everything right there is still a chance. In that case here are the steps to take if you have been affected.

**Step1:** Fill Out Form 14039, Identity Theft Affidavit, and send to the IRS immediately  
<https://www.irs.gov/pub/irs-pdf/f14039.pdf>

**Step2:** File a Complaint with the FBI and the Treasury Inspector General for Tax Administration (TIGTA)  
**FBI:** <https://www.fbi.gov/investigate/white-collar-crime/identity-theft>  
**TIGTA:** <https://www.treasury.gov/tigta/>

**Step3:** Notify Payroll Customer Services at (213) 241-2570 for dissemination of appropriate warning to other employees  
Notify IT Security at (<http://achieve.lausd.net/OnlineSRS>) if you believe that your LAUSD data was compromised