



MAIL-IN CREDIT FREEZE INSTRUCTIONS

Below are letters to the three credit bureaus to freeze your credit. You will print each letter, complete the information and follow the instructions below. (PLEASE Also note the suspending credit information below)

With each letter, you will need to provide at least 2 of the items listed below:

- Driver's License
- Utility Bill
- Bank or credit union statement
- Cancelled check
- Signed homeless shelter letter
- Stamped post office box receipt
- Government issued ID
- State ID card
- Pay Stub

We recommend that these letters be sent via certified mail in order to ensure the security of your identity. Please consult with your local post office if you have questions on how to fill out and the placement of the certified mailing items.

A credit freeze, also known as a security freeze, is a consumer right provided by Indiana law. Placing a credit freeze on your credit reports can block an identity thief from opening a new account or obtaining credit in your name. A credit freeze keeps new creditors from accessing your credit report without your permission. If you activate a credit freeze, an identity thief cannot take out new credit in your name, even if the thief has your SSN or other personal information, because creditors cannot access your credit report.

Any Indiana resident can request a credit freeze **free of charge**. There is no fee for Indiana residents to place, temporarily lift, remove or request a new password or PIN.

Financial Plans & Strategies, Inc. will not be held responsible for any personal information written on the forms or the mailing of the forms.

If you need to temporarily suspend the freeze you will need to write each company a letter requesting that they suspend the credit freeze and provide the time frame that the freeze should be re-instated. We highly recommend only suspending, never cancelling the freeze.

Security Freeze Request for Trans Union

You may fill in your information on this form. Once completed, you should sign, attach documentation and send by certified mail to the designated credit bureaus.

Date: _____

Trans Union Security Freeze

P.O. Box 2000

Chester, PA 19022-2000

Dear Trans Union,

I would like to place a security freeze on my credit file.

My full name is: _____

My former name was (if applies): _____

My current address is: _____

My address has changed in the past 5 years. My former address(es) was/were:

My social security number is: _____ - _____ - _____ My birthdate is: _____ / _____ / _____

I have attached two of the following required identification:

- Driver's License
- Utility Bill
- Bank or credit union statement
- Cancelled check
- Signed homeless shelter letter
- Stamped post office box receipt
- Government issued ID
- State ID card
- Pay Stub

Sincerely,

(printed name)

(signature)

Security Freeze Request for Equifax

You may fill in your information on this form. Once completed, you should sign, attach documentation and send by certified mail to the designated credit bureaus.

Date: _____

Equifax Security Freeze

P.O. Box 105788

Atlanta GA 30348

Dear Equifax,

I would like to place a security freeze on my credit file.

My full name is: _____

My former name was (if applies): _____

My current address is: _____

My address has changed in the past 5 years. My former address(es) was/were:

My social security number is: _____ - _____ - _____ My birthdate is: _____ / _____ / _____

I have attached two of the following required identification:

- Driver's License
- Utility Bill
- Bank or credit union statement
- Cancelled check
- Signed homeless shelter letter
- Stamped post office box receipt
- Government issued ID
- State ID card
- Pay Stub

Sincerely,

(printed name)

(signature)

Security Freeze Request for Experian

You may fill in your information on this form. Once completed, you should sign, attach documentation and send by certified mail to the designated credit bureaus.

Date: _____

Experian Freeze
P.O. Box 9554
Allen TX 75013

Dear Experian,

I would like to place a security freeze on my credit file.

My full name is: _____

My former name was (if applies): _____

My current address is: _____

My address has changed in the past 5 years. My former address(es) was/were:

My social security number is: _____ - _____ - _____ My birthdate is: _____ / _____ / _____

I have attached two of the following required identification:

- Driver's License
- Utility Bill
- Bank or credit union statement
- Cancelled check
- Signed homeless shelter letter
- Stamped post office box receipt
- Government issued ID
- State ID card
- Pay Stub

Sincerely,

(printed name)

(signature)