

TAXPAYER'S GUIDE TO IDENTITY PROTECTION

What is Identity Theft?

Identity theft occurs when someone uses your personal identifying information [name, date of birth, Social Security number (SSN), credit card numbers, etc.] without your permission in order to commit fraud or other crimes.

As a victim of identity theft you have the ability to assist greatly in resolving your situation. It is very important to act quickly and assertively to minimize the impact of loss or injury that results from unauthorized access to your personal information.

The Michigan Department of Treasury (Treasury) has taken numerous steps to protect taxpayers against identity theft and is committed to working with taxpayers who are, or believe they may be, victims of identity theft.

How Identity Theft Can Impact Your Tax Records:

The Identity Theft Protection Act (PA 452 of 2004) as amended by PA 566 of 2006, requires that Treasury notify Michigan taxpayers if their personal information has been accessed by an unauthorized person, which may result in identity theft.

If Treasury becomes aware that your confidential information has been accessed without authorization, Treasury will send you a written notice.

Be alert if you receive a letter from Treasury that states:

- More than one tax return was filed for you for the same tax year,
- You have a balance due, refund offset or have had collection actions taken against you for a year you did not file a tax return, or
- Treasury records indicate you received wages from an employer unknown to you.

Actions You Should Take:

If you receive a notice from Treasury stating any of the above, you may be a victim of identity theft and you must **respond immediately** to the address on the letter.

If you did not file a Michigan return or credit claim but still need to:

Respond to the letter with an explanation that you did not file your return but plan to file.

When filing your Michigan return, paper file the return and mail to the address in the instruction booklet, separate from this letter. Include a copy of your federal return, driver's license(s) or state identification cards, copies of your W-2(s) and/or 1099(s), and a copy of the IRS Identity Theft Affidavit (form 14039) with your return. Once we receive your return, we will review it to ensure the proper refund is issued to the correct taxpayer.

If you did not file a Michigan return and are not required to:

Please return this letter in the envelope provided. You do not have to provide any documents for review or take the quiz. You will not receive additional correspondence from us. If you suspect your identity has been compromised, visit the [Federal Trade Commission website](#) for helpful information on what to do next.

Note: If you are a victim of identity theft, it is very important to keep copies of all correspondence relating to your situation, i.e. letters, faxes, emails etc. Also, please be sure to keep a log of all conversations you have being sure to note: dates, times, names, and phone numbers. If mailing in correspondence to a certain agency you may also choose to send your correspondence Certified Mail-Return Receipt Requested in order to have a record of receipt. All of this will assist you as you work to resolve your situation.

Helpful Links:

[What To Do If You're A Victim and Tips for Protecting Your Identity](#)

[Internal Revenue Service – Identity Protection Information](#)

[FAQs](#)