## **February 7, 2011**

## To: GLOBAL PAYMENT MasterCard card holders

During this time when card fraud and identity theft is prevalent, we like to remind our owners of the importance of managing personal information. Cardholders can follow these simple steps to further protect themselves from identity theft and fraud:

- Treat your payment cards like cash. Do not leave them unattended.
- Sign the back of new cards as soon as you receive them.
- Shred personal information such as bills, bank statements, and payment card offers before you recycle them.
- If you have a Personal Identification Number (PIN) on your GLOBAL PAYMENT MasterCard card, memorize it. Do
  not write it down or disclose it to anyone, and never leave it in your wallet with your card. When selecting your PIN,
  do not pick the obvious like your birth date, SIN, or phone number.
- Keep your GLOBAL PAYMENT MasterCard receipts and check them against your monthly statement to make sure
  no one else is using your card. Report unauthorized transactions or discrepancies immediately to your credit union.
- Report lost or stolen cards immediately by contacting your credit union or calling toll free at 1-800-LOST-111 (1-800-567-8111), or collect at 306-566-1276 if you are travelling outside of North America. Most fraudulent use of payment cards occurs within hours of the card being lost or stolen.
- Do not provide your GLOBAL PAYMENT MasterCard card number over the phone unless you have made the call and you know the company is reputable.
- Destroy unwanted cards immediately so no one else can use them