



BACKGROUND ON BUSINESS

Protect Your Business From Fraud

(NAPSA)—Identity theft is one of the fastest-growing crimes in the U.S., but individuals aren't the only ones impacted by fraud—businesses are also victims.

According to a recent study conducted by the Association of Certified Fraud Examiners, fraud costs small businesses a minimum of \$98,000 per incident. However, the crime doesn't just cost money—it can affect credit as well. Identity thieves can run up bills in a company's name for months before fraud is detected. Those unpaid bills can hurt a company's credit score.

Fortunately, there are a number of simple and affordable ways to defend against identity theft. Office Depot offers these tips:

- **Keep Passwords Safe:** Passwords are a simple way to secure your information. If you have trouble remembering passwords, look for a laptop with a built-in fingerprint reader for biometric password protection and one-touch access to applications.

- **Laptop Lockdown:** Protect information on your notebook with the T3 Security Suite, which safeguards users from the theft of important data if the laptop is ever lost or stolen. When not in use or left unattended, the T3 Security Key locks the laptop, preventing unauthorized access. The T3 Security Suite, available at Office Depot, also includes a \$1,500 worldwide theft insurance policy.

- **Keep Confidential Information Close:** Reviewing documents when traveling or working outside the office can maximize productivity, but if the files include sensitive information, always make sure no one can see what you're working on. A good



Protect your business from the nation's fastest-growing crime.

way to keep your information safe is to utilize a laptop privacy filter, which darkens screen data from a side view—allowing only the user to view the on-screen information.

- **Portable Privacy Protection:** Secure your trade secrets and your identity with simple products such as the Foray Anti-Forgery Pen, available exclusively at Office Depot, which protects against check-washing scams and offers security for executives signing legal documents and contracts. The pen's gel ink fully soaks into the paper, providing protection from fraudsters trying to remove or alter a signature.

- **Shred It:** Keeping personal and business information safe is more important than ever, particularly in today's environment where identity theft is prevalent. Shredders, such as the Ativa desktop shredder, ensure that confidential documents, personal papers and financial information don't fall into the wrong hands.

For more tips and information on protecting your business against fraud, visit www.office depot.com/security.