



**While the use of cheques has been declining with the growing popularity of electronic and card payments, many people still have their chequebooks on hand.**

Cheque fraud can happen a few different ways. Criminals can steal cheques, create fraudulent cheques or change the name or amount of a legitimate cheque. In any case, there are a number of steps that you can take to protect yourself from cheque fraud.

- Keep your cheques in a secure location.
- Review your monthly bank statement or regularly check your transactions through online or telephone banking. If you see transactions you didn't do, notify your bank immediately and they will investigate.
- If you close your account, shred any unused cheques.
- Make sure any cheques that you write or accept from others are properly dated and completed.
- Don't accept cheques showing any signs of alteration.
- Don't accept post-dated cheques and never agree to hold a cheque until a future date.
- Don't accept a cheque made out to another individual and then signed over to you.
- Don't accept counter cheques (cheques with no preprinted information such as name, address, or account number).
- Consider electronic payments such as wire payments, direct deposit of payments, pre-authorized payments for bills or e-mail money transfers as they are more secure than cheques.

**If you receive a cheque and send a family member or friend to the bank to deposit it make sure you:**

- Endorse it (sign the back).
- Write "For Deposit Only" and your account number below your signature. This way no one but you will be able to use the funds.

Source: (Canadian Bankers Association)