




Daylight Saving Time & Important Steps For Keeping Your Information Safe

October 27, 2017

[Join Our Mailing List!](#)

[Forward to a Friend](#)



Happy  Halloween

And remember...**Daylight Saving Time ends Sunday, November 5th.** Don't forget to turn your clocks back and replace the batteries in your smoke detectors!

After the Equifax breach, and the sheer volume of other data breaches in the past few years, I want to share four important steps for keeping your information secure. Follow these guidelines at work and at home to ensure that you're doing all you can to protect your information.



1. Be Aware of the Signs of an E-Mail Scam

- Did it arrive unexpectedly?
- Does it prompt you for an immediate response?

- Does it ask for sensitive information?
- Is there sloppy grammar, syntax, or spelling?
- Does it want you to click a link or open an attachment?

2. Secure Your Devices

- Update your operating system and applications regularly.
- Never share your login credentials with anyone.
- Back up your important information regularly.

3. Strengthen Your Passwords

- Use a mixture of upper- and lowercase letters, numbers, and symbols.
- Use a minimum of eight characters.
- Use different passwords for different accounts.
- Never share your passwords with anyone, and change them frequently.

4. Prevent Unauthorized Access

- Grant access on a need-to-know basis only.
- Never leave sensitive documents unattended.
- Always dispose of sensitive personal documents by shredding them.

Another important step to protect ourselves from cyber fraud and identity theft is freezing your credit files at each of the three credit reporting bureaus. Please contact me if you want information on how to do so.

My staff and I deeply appreciate the continuing opportunity to work with you. Please let me know if you have any questions or requests. Thank you.

Sincerely,

Paul S. Bonapart, JD, RFC, AIF®, President
 Financial Security Planning Services, Inc.
 520 Tamalpais Dr, Suites 103 & 104
 Corte Madera, CA 94925
 (415) 927-2555
www.FinancialSecurityPlanning.com
 CA Insurance License No. 0808412

- Registered Representative with/and offers securities through Commonwealth Financial Network, member FINRA/SIPC, a Registered Investment Advisor.
 - Advisory services offered through Financial Security Planning Services, Inc. a Registered Investment Advisor, are separate and unrelated to Commonwealth Financial Network.
 - Fixed insurance products and services offered through CES Insurance Agency.
 - Indices are unmanaged and cannot be invested into directly. Past performance is not indicative of future results.
 - This material has been provided for general informational purposes only and does not constitute either tax or legal advice. Although we go to great lengths to make sure our information is accurate and useful, we recommend you consult a tax preparer, professional tax advisor, or lawyer.
 - © 2017 Commonwealth Financial Network®



Delivering financial confidence since 1992