FOR INDIVIDUALS / EVIDENCE

Prepare a clear record of what happened

Organise transaction records, messages and dates so you can explain a suspected crypto incident without losing important context.

01 Start with the records you already have

Start with the records you have and report promptly; complete the chronology alongside the response. Mark uncertain details. Keep actual payments separate from platform balances or profits, which do not prove assets are held for you.

02 Connect each payment to its source record

For each payment, save the original record and note the network, asset, amount, date and transaction identifier. Record bank transfers separately. Explain transfers between your own accounts so they are not counted again as additional losses.

03 Preserve context when you save messages

Save original messages, exports, website addresses and screenshots with dates and surrounding context. Record where files came from and work on copies when adding notes or redactions. A personal evidence folder helps preparation but does not replace professional forensic collection.

04 Share a clear summary through a verified channel

Share a short factual summary through a verified reporting or professional intake channel. Separate observations from assumptions and identify missing records. Never include passwords, private keys, recovery phrases or authentication codes. Do not delay urgent reporting to complete the folder.

Example. A fictional platform displays a balance of 18,000, while the sender has records of deposits totalling 4,000. The incident summary should identify the actual deposits and describe the displayed balance separately. It should not call the displayed amount a verified loss.

Review checklist

- ☐ I have written a chronology and marked uncertain details.
- ☐ I have separated actual payments from displayed balances.
- ☐ I have saved original payment and message records where available.
- ☐ I have checked that the bundle contains no passwords, keys or recovery phrases.

Examples are fictional. Completing these checks does not establish safety or recovery prospects.

References: NIST: digital evidence preservation / Ethereum: transactions

Incident happening now? Open immediate-help guidance.