

## EMBEZZLEMENT CHECKLIST

- Contact accountant
- Contact lawyer
- Gather supporting documentation
- Interview suspect and secure admission
- Secure suspect's computer and emails
- Interview managers and co-employees
- Sue employee (and possibly spouse)
  - Seek prejudgment attachment (bank accounts)
  - Seek injunction against transferring assets
  - Win case or get agreed judgment
- Contact Insurance Company
- File criminal charges

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