

LOCK IT DOWN & CLEAN IT UP

A guide for how command and control the information about you online!

GET GOOGLE TO HIDE YOUR HOUSE FROM VIEW

1. Open [Google Maps](#) or the [Street View gallery](#) and look up your address.
2. Find and open the Street View photo you want to have blurred. To qualify, the image has to show your face, home, or other identifying information.
3. In the bottom right, click **Report a problem**.
4. Complete the form.
5. Click **Submit**.

MAKE YOUR SOCIAL MEDIA ACCOUNTS PRIVATE

Facebook

1. Open the **Settings menu** and select **Privacy**.
2. Scroll down to **Who can see your future posts?** and click **Edit**. You can change audience settings here.
3. Scroll down to **Limit Past Posts** to choose who can see your old content.
4. Scroll down to **Who can see your friends list?** and click **Edit**. Select either **Friends** or **Only me** to choose the audience.
5. Scroll down to **Do you want search engines outside of Facebook to link to your profile?** and click **Edit**. Clear out the checkbox. This will prevent search engines like Google from accessing your account.

Instagram

1. Open your profile and tap the three-line icon in the corner.
2. Tap the **Settings** icon shaped like a gear.
3. Tap **Privacy**, followed by **Account Privacy**.
4. Slide the toggle next to **Private Account** to the right to enable it and change your account to private.

Twitter

1. Visit Twitter.com and log in with your email address or username and password.
2. [Tap or click here to visit Twitter's privacy and safety settings.](#)
3. Under **Tweet privacy**, click the box next to **Protect my Tweets**.
4. Tap **Save** near the bottom of the page. Type your password to confirm the change.

TikTok

1. Go to **Me**.
2. Tap ... , located on the top right corner.
3. Go to **Privacy**
4. Turn **Private Account** on or off.

GET YOURSELF OFF OF “PEOPLE SEARCH” SITES

Note: Intelius owns multiple people-search sites like Classmates.com, iSearch, Peoplelookup, PublicRecords, ZabaSearch, and many others. If you remove yourself from Intelius, you're removed from all the other sites it controls.

1. Navigate to: <https://www.intelius.com/opt-out/submit/> and enter your full name and email address
2. When you see your records, click **Select and Continue**.
3. On the next page, enter your email address to verify your identity and type in the CAPTCHA. Click **Continue**.
4. Check your email and look for a message from the sender **Intelius**. Click the link inside to continue. The link will expire after 24 hours, so don't wait. If you don't see the message in your inbox, check your spam folder.
5. You'll get a confirmation email with a reference code once the process is finished. It can take up to 72 hours for the opt-out to complete itself.
6. After 72 hours have passed, try to look yourself up again on Intelius. If your data is still showing after you got your confirmation email, send a message to **CUSTSERV@intelius.com** and include the confirmation number you received.

BeenVerified

1. Visit BeenVerified's opt-out page here: <https://www.beenverified.com/app/optout/search> and search via first name, last name and state.
2. Click the green **Search** button. On the results page, you can filter by city and age if you don't see yourself.
3. When you find your listing, click to select it.
4. On the Opt-out request page that opens, enter your email address and check the blue optional checkbox. Fill out the required fields and verify the CAPTCHA to prove you're not automated. Then, click the green **Send Verification Email** box.
5. Check your inbox and look for an email from the sender **Privacy** with the subject **[BeenVerified] Opt-Out Verification**.

6. Open the email and click the link inside. This will bring you to a confirmation page. Removal won't be immediate, however, so expect it to take several days to weeks before your information vanishes.

WhitePages

1. Visit [Whitepages.com](https://www.whitepages.com) and look up your information.
2. When you find your profile, copy the URL from the address bar of your browser.
3. Paste the URL [into the box on this page](#) and click **opt-out**.
4. You should also [tap or click here to submit a support request](#) to have your data removed. Choose **I need to remove or edit a listing** from the dropdown before submitting your request. Make sure to also ask that your info is also removed from White Pages Premium.

GET RID OF WHAT GOOGLE KNOWS ABOUT YOU

1. Go to myaccount.google.com and log in. You can also visit Google.com while logged in and click the circle icon in the upper right corner of your browser with your image or initials inside. Then, click **Manage your Google Account**.
2. Click **Manage your data & personalization**, found under **Privacy & Personalization**.
3. Under **Activity controls**, you'll see checkboxes next to **Web & App activity tracking**, **Location History** and **YouTube History**. Click them to change the settings. Turning them off will stop ad and history tracking.
4. Under **Activity controls**, click **Manage your activity** and then **Manage activity**.
5. On the menu that shows in the left sidebar, click **Delete activity by**. Select how far back you would like to clear your history in the menu that pops up. Click **Delete** to confirm your changes.

GETTING RID OF PUBLIC RECORDS

Many public records can be changed to have your phone number and part of your Social Security number removed. You can also request for your name to be replaced with initials if the clerk allows it. Some records with addresses can also be changed to reflect a P.O. box instead of your home address. Regulations will vary by city and state.

Getting public records removed means calling the county clerk's office where your records are held. Once you're in touch, you can ask the clerk if certain pieces of information can either be redacted or altered.

To get started, call the county clerk's office and ask these questions about your records:

- What information can be removed from public records?
- What can be redacted?
- What can be changed?
- Which documents can contain a P.O. Box instead of your street address?

Mugshots, on the other hand, are much harder to manage. Mugshot pages and people-search websites collect and host mugshots so they can force people to pay for their removal. And even if you get rid of one, there's no stopping the mugshot from popping up elsewhere if someone saved it. However, we have gone over how to get yourself off "people search" websites and doing so should help modify the results of the search (including bringing up mugshots).