

Phoenix Mechanical Contracting, Inc.
Return Mail Processing Center
<<Address 1>>
<<City>><<State>><<Zip>>

<<Name 1>>
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<<Address 2>>
<<City>><<State>><<Zip>>
<<Country>>

<<Date>>

NOTICE OF DATA BREACH

Dear <<Name 1>>:

Phoenix Mechanical Contracting, Inc ("PMC") values your service and understands the importance of protecting your information. We are sending you this notice to inform you that we recently identified and addressed a security incident that may have involved your personal information. This notice describes the incident, outlines the measures that we have taken in response, and advises you on steps you can take to further protect your information.

What Happened? On July 11, 2025, PMC discovered that an unauthorized third party, disguised as a PMC user, accessed or acquired certain files that may have contained your personal information. Upon discovery, we immediately retained a forensic investigation firm to determine the nature of the incident and identify any individuals whose information may have been compromised.

What Information Was Involved? The forensic investigation determined that the unauthorized activity occurred on July 7, 2025. The investigation also identified certain files that may have been accessed or acquired in connection with the incident. In continuing its thorough investigation, we undertook a comprehensive manual review process to review these files and identify the specific individuals with personal information contained therein. This comprehensive manual review process concluded on or about August 1, 2025.

In an abundance of caution, PMC is providing this notification to you as your personal information may have been accessed and/or acquired in connection with the incident, including Social Security Numbers. At this time, there is no evidence that your information has been misused, and it is entirely possible that your specific personal information *was not compromised* as a result of the incident.

What We Are Doing. As stated above, following the incident, PMC immediately undertook efforts to identify the scope of the matter, and also undertook additional affirmative steps to safeguard the security of data maintained on its systems. We retained a forensic investigation firm to thoroughly investigate the incident. Please be advised that we are continuing to work closely with leading security experts to identify and implement measures to further strengthen the security of our systems to help prevent this from happening in the future.

FREE CREDIT MONITORING/INSURANCE: Additionally, we are offering you a free 24-month membership to Equifax Complete Premier credit monitoring service. This product helps detect possible misuse of your personal information and provides you with identity protection services focused on immediate identification and resolution of identity theft. **This product also includes various features**

such as up to \$1,000,000 in identity theft insurance with no deductible, subject to policy limitations and exclusions. Equifax Complete Premier is completely free to you and enrolling in this program will not hurt your credit score. For more information on identity theft protection and Equifax Complete Premier, including instructions on how to activate your complimentary 12-month membership, please see the additional information attached to this letter. **TO TAKE ADVANTAGE OF THE FREE CREDIT MONITORING OFFER, YOU MUST ENROLL BY <<ENROLLMENT DEADLINE>>.**

What You Can Do. We are aware of how important your personal information is to you. We encourage you to protect yourself from potential harm associated with this incident by enrolling in the credit monitoring service, closely monitoring all mail, email, or other contact from individuals not known to you personally, and to avoid answering questions or providing additional information to such unknown individuals. We also remind you to remain vigilant for incidents of fraud or identity theft by reviewing account statements, explanation of benefits statements, and credit reports for unauthorized activity, and to report any such activity or any suspicious contact whatsoever to law enforcement if warranted.

For More Information. For further information on steps you can take to prevent against possible fraud or identity theft, please see the attachments to this letter. PMC understands the importance of protecting your personal information, and deeply regrets any concern this may have caused to you. **Should you have any questions and would like further information regarding the information contained in this letter, please do not hesitate to contact <<PHONE NUMBER>>.**

Sincerely,

Terrence Moynihan
President, Phoenix Mechanical Contracting, Inc.