_____ __, 2026

Customer Name
Address
Apt ABC
City, State Zip

NOTICE OF DATA SECURITY INCIDENT

Dear _____,

Onward Consulting Corp. d/b/a Onward Research ("Onward") is writing to inform you of a recent cyber security incident occurred that may have exposed your personal information. We take the security of your personal information seriously and want you to know what happened, what data may have been affected, and what you can do to help protect yourself.

What Happened and What Information was Involved:

On August 7, 2026, we discovered that an unauthorized third party had gained access to our website - https://onwardresearch.com/ - and was able to create an administrator account and install hidden malicious software onto the website. As a result of the installation of this software, the website's normal operations were altered and certain information, including transaction records that are normally not collected and maintained by Onward, were potentially exposed to unauthorized individuals. Our team identified unauthorized activity on the website, immediately went to action and worked diligently to minimize the impact on our website and operations, and to restore functionality. We have engaged an outside law firm and experts to investigate the scope and impact of this incident. Based upon this investigation, which remains on-going, your personal information may have been acquired during the cyber-attack. At this time, it appears that the data affected may include names, addresses, email address, credit card information, and potentially other personal information. We are notifying you of this incident and providing you with services and guidance to help you protect yourself in an abundance of caution. The available services are described below.

What We Are Doing:

Data security is among our highest priorities, and we are committed to doing everything we can to protect the privacy and security of our customers' personal information. Immediately upon learning of and stopping the cyber-attack, we began reviewing all aspects of the incident and taking steps to protect the affected systems and our customers' data. We continue to work with outside experts to address the incident fully and properly. We removed all hidden malicious software from our systems and are also reviewing and enhancing our system security, governance practices, and ongoing monitoring to help prevent an incident like this from occurring again in the future. Additionally, any accounts for which we have reason to suspect that a customer's password

was potentially compromised, that password has been deactivated and those users will be prompted to change their password the next time they log onto our website.

What You Can Do:

Although we have no indication at this time of any misuse of your information, as always, we recommend that you remain vigilant against incidents of identity theft and fraud by reviewing your account statements and monitoring credit reports regularly for suspicious activity and to detect errors over the next twelve to twenty-four months. Should you discover any concerning transactions, you should report them to your financial services provider.

For More Information:

Enclosed you will find additional materials regarding the resources available to you, and the steps you can take to further protect your personal information.

Representatives are aware of the incident at Onward and can answer questions or concerns you may have regarding the protection of your personal information. Please contact us at **[PROVIDE EMAIL AND/OR PHONE NUMBER]**, for assistance or for any additional questions you may have.

We value the security of our customers, and understand the frustration, concern, and inconvenience that this incident may have caused.

Sincerely,

Onward Consulting Corp.

Steps You Can Take To Protect Personal Information

Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order a free credit report, visit www.annualcreditreport.com or call, tollfree, 1-877-322-8228. Consumers may also directly contact the three major credit reporting bureaus listed below to request a free copy of their credit report.

Consumers have the right to place an initial or extended "fraud alert" on a credit file at no cost. An initial fraud alert is a 1- year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If consumers are the victim of identity theft, they are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should consumers wish to place a fraud alert, please contact any of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a "credit freeze" on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer's express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in a consumer's name without consent. However, consumers should be aware that using a credit freeze to take control over who gets access to the personal and financial information in their credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application they make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, consumers cannot be charged to place or lift a credit freeze on their credit report. To request a credit freeze, individuals may need to provide some or all of the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible copy of a government-issued identification card (driver's license, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if they are a victim of identity theft.

Should consumers wish to place a credit freeze or fraud alert, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/credithelp
1-888-298-0045	1-888-397-3742	1-800-916-8800
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

Additional Information

Consumers may further educate themselves regarding identity theft, fraud alerts, credit freezes, and the steps they can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or their state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, D.C. 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. Consumers can obtain further information on how to file such a complaint by way of the contact information listed above. Consumers have the right to file a police report if they ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, consumers will likely need to provide some proof that they have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and the relevant state Attorney General. This notice has not been delayed by law enforcement.

For Arizona residents, the Attorney General may be contacted at the Consumer Protection & Advocacy Section, 2005 North Central Avenue, Phoenix, AZ 85004, 1-602-542-5025.

For California Residents, visit the California Office of Privacy Protection (www.oag.ca.gov/privacy) for additional information on protection against identity theft.

For Colorado residents, the Attorney General may be contacted through Consumer Protection 1300 Broadway, 9th Floor, Denver, CO 80203 1-720-508-6000, www.coag.gov.

For District of Columbia residents, the District of Columbia Attorney General may be contacted at: 400 6th Street, NW, Washington, D.C. 20001; 202-727-3400; and oag.dc.gov.

For Illinois residents, the Attorney General can be contacted at 100 West Randolph Street, Chicago, IL 60601; 1-866-999-5630; www.illinoisattorneygeneral.gov.

For Iowa residents, you can report any suspected identity theft to law enforcement or to the Attorney General.

For Kentucky Residents, the Office of the Attorney General of Kentucky may be contacted at: 700 Capitol Avenue, Suite 118 Frankfort, Kentucky 40601, www.ag.ky.gov, Telephone: 1-502-696-5300.

For Massachusetts residents, it is required by state law that you are informed of your right to obtain a police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

For Maryland residents, the Maryland Attorney General can be contacted at 200 St. Paul Place, 16th Floor, Baltimore, MD 21202, 1-888-743-0023, and www.oag.state.md.us.

For Michigan residents, it is required by state law that you are informed of your right to obtain a police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

For New Mexico residents, you have rights pursuant to the Fair Credit Reporting Act, such as the right to be told if information in your credit file has been used against you, the right to know what is in your credit file, the right to ask for your credit score, and the right to dispute incomplete or inaccurate information. Further, pursuant to the Fair Credit Reporting Act, the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; consumer reporting agencies may not report outdated negative information; access to your file is limited; you must give your consent for credit reports to be provided to employers; you may limit "prescreened" offers of credit and insurance you get based on information in your credit report; and you may seek damages from violators. You may have additional rights under the Fair Credit Reporting Act not summarized here. Identity theft victims and active-duty military personnel have specific additional rights pursuant to the Fair Credit Reporting Act. We encourage you to review your rights pursuant to the Fair Credit Reporting Act by visiting www.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf or by writing Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

For New York residents, the Attorney General may be contacted at Office of the Attorney General, The Capitol, Albany, NY 12224-0341, 1-800-771-7755, and https://ag.ny.gov/.

For North Carolina residents, the Attorney General can be contacted at 9001 Mail Service Center, Raleigh, NC27699-9001, 1-877-566-7226 or 1-919-716-6400, and www.ncdoj.gov.