Troutman Pepper Locke LLP
c/o Epiq
P.O. Box 680
Central Islip, NY 11722-0680

Postal Endorsement Line
<<Full Name>>
<<Address 1>>
<<Address 2>>
<<Address 3>>
<<City>>, <<State>> <<Zip>>
<<Country>>
***Postal IMB Barcode

<Date>

**Notice of Data Breach**

Dear <<Full Name>>:

Troutman Pepper Locke LLP ("**Troutman**" or "**Firm**") is writing to inform you of a security incident that involved some of your personal information.

As background, Troutman is a law firm that provides legal services to its clients. This incident involved certain information provided to or obtained by Troutman in connection with a legal matter.

We encourage you to read this letter carefully as it contains important information regarding the incident, the Firm's response, and steps you can take to help protect your information.

**What Happened?**

On August 7, 2026, a Troutman employee was targeted by a social engineering attack and interacted with communications that appeared legitimate but were not. During the interaction, the employee mistakenly sent certain documents to an unauthorized person. Upon realizing the interaction was suspicious, the employee reported the incident to our IT security team. This was an isolated incident that did not impact our operations, and the unauthorized person did not gain access to our systems.

Upon learning of the incident, we immediately launched an investigation with the support of third-party cybersecurity specialists and notified federal law enforcement (FBI).

**What Information Was Involved?**

Our investigation revealed that certain documents involved in this incident contained personal information. Specifically for you, this included your name <<Variable Data>>.

**What Are We Doing?**

We take this situation very seriously, and we apologize for any concern this incident may cause. While security threats continue to impact all of us, Troutman is taking ever-increasing measures to protect the data we maintain. In response to this incident and through our ongoing comprehensive review, we continually evaluate and modify our practices and internal controls to enhance security and privacy.

We are making available complimentary credit monitoring and identity protection services through a third-party provider (Epiq) for 24 months to help you safeguard your information. Additionally, we are providing further information on steps you can take to help protect your information. This information can be found in the next sections of this letter.

**What You Can Do.**

We strongly recommend reviewing the steps outlined below to safeguard your information and enrolling in the complimentary credit monitoring and identity protection services that we have arranged at no cost to you. Cybersecurity is an ongoing concern for everyone, as companies worldwide face increasing threats. By following the steps provided, individuals can better protect themselves.

1. **Enroll in Complimentary Credit Monitoring and Identity Protection Services.** We have arranged for Epiq to provide you with 24-months of complimentary credit monitoring and identity protection services through a product called Privacy Solutions ID. Enrollment instructions and certain key features are described below. **Importantly, the deadline to enroll is <<ENROLLMENT DEADLINE>>.** To take advantage of this offer, you must sign up before the enrollment deadline.

   **How To Enroll:**
   - **Go to the Website:** Visit www.privacysolutionsid.com and click on "Activate Account."
   - **Enter Activation Code:** Use your unique activation code, **<<Activation Code>>,** and fill out the enrollment form.
   - **Verify Your Identity:** Complete the identity verification steps.
   - **Check Your Email:** Look for an email from noreply@privacysolutions.com. This email confirms your account setup and includes a link to access your account.
   - **Log In**: Click the link in the email, enter your login details, and you'll be taken to your dashboard.
   - **Account Activated:** Once on your dashboard, your account activation is complete.

   **Key Features:**
   - **Credit Monitoring with Alerts:** Monitors your Equifax credit file for certain changes, like credit inquiries, new accounts, or public records, and sends you alerts.
   - **1-Bureau Credit Score and Report[1]:** Provides an annual credit score and report from one bureau.
   - **Credit Report Lock/Freeze:** Helps you block access to your credit file to prevent unauthorized credit extensions, with some exceptions.
   - **Identity Restoration:** Provides dedicated specialists to assist in recovering from identity theft.
   - **Identity Theft Insurance[2]:** Offers up to $1 million in identity theft insurance with no deductible on a discovery basis, covering certain expenses normally associated with identity theft.

   If you need help with the enrollment process or have questions about Privacy Solutions ID, please call 866-675-2006 for assistance.

2. **Review Your Accounts for Suspicious Activity.** We encourage you to remain vigilant by regularly reviewing your accounts and monitoring credit reports for suspicious activity.

3. **Order A Credit Report.** To order your free weekly credit report, visit www.annualcreditreport.com, call toll-free at (877) 322-8228, or complete the Annual Credit Report Request Form on the U.S. Federal Trade Commission's website at www.ftc.gov and mail it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281. The three credit bureaus provide free annual credit reports only through the website, toll-free number, or request form.

   Upon receiving your credit report, review it carefully. Look for accounts you did not open. Look in the "inquiries" section for names of creditors from whom you have not requested credit. Some companies bill under names other than their store or commercial names; the credit bureau will be able to tell if this is the case. Look in the "personal information" section for any inaccuracies in information (such as home address and Social Security Number).

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[1] The credit scores provided are based on the VantageScore 3.0 model. If you get a score from just one bureau, it will be based on data from Equifax. Keep in mind that third parties may use different types of credit scores to evaluate your creditworthiness.

[2] Identity Theft Insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. The description herein is a summary and intended for informational purposes only and does not include all terms, conditions, and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

If you see anything you do not understand, call the credit bureau at the telephone number on the report. Errors may be a warning sign of possible identity theft. Notify the credit bureaus of any inaccuracies in your report, whether due to error or fraud, as soon as possible so the information can be investigated and, if found to be in error, corrected. If there are accounts or charges you did not authorize, immediately notify the appropriate credit bureau by telephone and in writing. Information that cannot be explained should also be reported to your local police or sheriff's office because it may signal criminal activity.

4. **Contact the U.S. Federal Trade Commission (FTC), Law Enforcement Authorities, or State Attorney General.** If you detect any unauthorized transactions in any of your financial accounts, promptly notify the appropriate payment card company or financial institution. If you detect any incidents of identity theft or fraud, promptly report the matter to your local law enforcement authorities, state Attorney General, and the FTC. You can contact the FTC to learn more about how to protect yourself from becoming a victim of identity theft by: (i) visiting www.ftc.gov/idtheft/; writing to_Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC, 20580; or (iii) calling 1-877-IDTHEFT (438-4338).

5. **Additional Rights Under the Fair Credit Reporting Act (FCRA)**. You have rights pursuant to the FCRA, 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 FCRA, 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 FCRA not summarized here.

   Identity theft victims and active-duty military personnel have specific additional rights pursuant to the FCRA. We encourage you to review your rights pursuant to the FCRA by: (i) visiting https://files.consumerfinance.gov/f/documents/bcfp_consumer-rights-summary_2018-09.pdf; or (ii) by writing to Consumer Financial Protection Bureau, 1700 G Street, N.W., Washington, DC 20552.

6. **Place a Fraud Alert on Your Credit File**. You have the right to ask that nationwide consumer reporting agencies place "fraud alerts" in your file to let potential creditors and others know that you may be a victim of identity theft. A fraud alert can make it more difficult for someone to get credit in your name because it tells creditors to follow certain procedures to protect you. It also may delay your ability to obtain credit. You may place a fraud alert in your file by calling just one of the three nationwide consumer reporting agencies. As soon as that agency processes your fraud alert, it will notify the other two, which then also must place fraud alerts in your file.

   Below is the relevant contact information for the three consumer reporting agencies (for fraud alerts):

| **Equifax** | **Experian** | **TransUnion** |
|---|---|---|
| P.O. Box 105069<br>Atlanta, Georgia 30348<br>1-800-525-6285<br>https://www.equifax.com/personal/credit-report-services/credit-fraud-alerts/ | P.O. Box 9554<br>Allen, Texas 75013<br>1-888-397-3742<br>https://www.experian.com/help/fraud-alert/ | P.O. Box 2000<br>Chester, Pennsylvania 19016<br>1-800-916-8800<br>https://www.transunion.com/fraud-alerts |

7. **Security Freezes.** You have the right to request a credit freeze from a consumer reporting agency, free of charge, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate a freeze. A security freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a security freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a security freeze may delay your ability to obtain credit.

Unlike a fraud alert, you must separately place a security freeze on your credit file at each credit bureau. To place a security freeze on your credit report you must contact the credit reporting agency by phone, mail, or secure electronic means and provide proper identification of your identity. You may be required to provide the following information when requesting a security freeze (note that if you are requesting a security freeze for your spouse, this information may be needed for him/her as well): (1) full name, with middle initial and any suffixes; (2) Social Security number, pay stub, or W-2; (3) date of birth; (4) current address and any previous addresses for the past five years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. You may also be asked to provide a copy of a government-issued identification card or a copy of a recent utility bill or bank or insurance statement. Each copy must be legible and display your name, current mailing address, and date of issue.

Below is the relevant contact information for the three consumer reporting agencies (for security freezes):

| **Equifax** | **Experian** | **TransUnion** |
|---|---|---|
| P.O. Box 105788<br>Atlanta, Georgia 30348<br>1-888-298-0045<br>https://www.equifax.com/personal/credit-report-services/credit-freeze/ | P.O. Box 9554<br>Allen, Texas 75013<br>1-888-397-3742<br>https://www.experian.com/help/credit-freeze/ | P.O. Box 160<br>Woodlyn, Pennsylvania 19094<br>1-800-916-8800<br>https://www.transunion.com/credit-freeze |

Once you have submitted your request, the credit reporting agency must place the security freeze no later than 1 business day after receiving a request by phone or secure electronic means, and no later than 3 business days after receiving a request by mail. No later than 5 business days after placing the security freeze, the credit reporting agency will send you confirmation and information on how you can remove the freeze in the future. Each agency will send you a confirmation letter containing a unique PIN or password that you will need to lift or remove the freeze. You should keep the PIN or password in a safe place. If you do place a security freeze prior to enrolling in the complimentary credit monitoring service described above, you will need to remove the security freeze in order to sign up for the credit monitoring service. After you sign up for the credit monitoring service, you may refreeze your credit file.

**Other Important Information.**

1. **For Iowa Residents**. You may contact law enforcement or the Iowa Attorney General's Office to report suspected incidents of identity theft: Office of the Attorney General of Iowa, Consumer Protection Division, Hoover State Office Building, 1305 East Walnut Street, Des Moines, IA 50319, www.iowaattorneygeneral.gov, Telephone: 515-281-5164.

2. **For Maryland Residents**. You can obtain information about avoiding identity theft from the Maryland Attorney General at: Maryland Office of the Attorney General Consumer Protection Division, 200 St. Paul Place Baltimore, MD 21202; 1-888-743-0023 (toll-free in Maryland) or 1-410-576-6300; www.marylandattorneygeneral.gov. Troutman is located at 600 Peachtree Street NE, Suite 3000, Atlanta, GA 30308and can be contacted at 800-255-8752.

3. **For Massachusetts Residents**. You have the right to obtain a police report and request a security freeze (without any charge) as described above.

4. **For New Mexico Residents**. You can review your personal account statements and credit reports to detect errors by using the resources provided above. As a consumer, you also have certain rights pursuant to the FCRA as described above.

5. **For New York Residents**. You can obtain information about security breach response, identity theft prevention, and identity protection information from the New York State Office of the Attorney General at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341, 1-800-771-7755 (toll-free), 1-800-788-9898 (TDD/TTY toll-free line), https://ag.ny.gov/, and at: Bureau of Internet and Technology (BIT), 28 Liberty Street, New York, NY 10005, Phone: (212) 416-8433, https://ag.ny.gov/resources/individuals/credit-lending/identity-theft.

6. **For North Carolina Residents**. You can obtain information about avoiding identity theft from the North Carolina Attorney General at: Office of the Attorney General of North Carolina, 9001 Mail Service Center, Raleigh, NC 27699-9001, (877) 566-7226 (toll-free in North Carolina), (919) 716-6400, or www.ncdoj.gov.

7. **For Oregon Residents**. You may report suspected identity theft to law enforcement, including the Office of the Oregon Attorney General and the FTC. Contact information for the FTC is included in your notice. The Office of the Oregon Attorney General can be reached: (1) by mail at 1162 Court St. NE, Salem, OR 97301; (2) by phone at (877) 877-9392; or (3) online at https://www.doj.state.or.us/.

8. **For Rhode Island Residents**. You can obtain information about avoiding identity theft from the Rhode Island Office of the Attorney General at: Rhode Island Office of the Attorney General, Consumer Protection Unit 150, South Main Street, Providence, RI 02903; 1-401-274-4400; and www.riag.ri.gov. You have the right to obtain a police report, and to request a security freeze (charges may apply), as described above. The approximate number of Rhode Island residents whose information was potentially involved in this incident was not known at the time of this notice.

9. **For Washington, DC Residents**. You can obtain information about avoiding identity theft from the Office of the Attorney General for the District of Columbia at: Office of the Attorney General for the District of Columbia, 400 6th Street NW, Washington, DC 20001; 1-202-727-3400; and www.oag.dc.gov. You have the right to request a security freeze (without any charge) as described above.

**For More Information**.

We understand that this situation might raise questions or concerns, and we are here to support you. To assist you, we have established a dedicated call center specifically for this matter. If you have any inquiries that were not addressed in this letter, please feel free to call 888-752-8571. Our agents are available to help you Monday through Friday, from 9:00 am – 9:00 pm, excluding major U.S. holidays. Please note that this call center will be available for about 90 days from the date on this letter.

As mentioned earlier, if you need assistance with enrollment or have questions about the complimentary credit monitoring and identity protection services offered to you, please call 866-675-2006 for support.

Protecting the data we maintain is a top priority, and we sincerely regret any concern this event may cause you.

Sincerely,

**Troutman Pepper Locke LLP**
600 Peachtree Street NE, Suite 3000
Atlanta, GA 30308