

14936



April 17, 2019

Name  
Address  
City, State Zip

Re: Notice of Data Breach

Dear [Name]:

I am writing regarding a recent incident at Intelligentsia that may affect the security of your personal information. Intelligentsia take this incident very seriously and we are providing you with information and access to resources so that you can protect your personal information, should you feel it is appropriate to do so.

**What We Are Doing**. The confidentiality, privacy, and security of our employee information is extremely important to us. We have security measures in place to protect the security of information entrusted to us. In addition, as part of our ongoing commitment to the security of employee personal information, we are working to implement additional protection including enhanced mandatory employee training on email and safeguarding the privacy and security of information on our systems. We will also be contacting the IRS, the state departments of revenue and the relevant state Attorneys General.

Out of an abundance of caution, we are offering a complimentary two-year membership of Experian's® IdentityWorks<sup>SM</sup>. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

1. ENSURE that you enroll by: **July 24, 2019** (Your code will not work after this date.)
2. VISIT the Experian IdentityWorks website to enroll: [www.experianidworks.com/3bcredit](http://www.experianidworks.com/3bcredit)
3. PROVIDE your activation code: [CODE]

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at **877-288-8057** by **July 24, 2019**. Be prepared to provide engagement number \_\_\_\_\_ as proof of your eligibility for the identity restoration services by Experian.

**ADDITIONAL DETAILS REGARDING YOUR 24-MONTH EXPERIAN  
IDENTITYWORKS CREDIT 3B MEMBERSHIP:**

A credit card is **not** required for enrollment.

You can contact Experian **immediately without need to enroll in the product** regarding any fraud issues. Identity Restoration specialists are available to help you address credit and non-credit related fraud.

**INTELLIGENTSIACOFFEE.COM**  
1850 WEST FULTON STREET CHICAGO, ILLINOIS 60612  
1737 NORTH SAN FERNANDO ROAD LOS ANGELES, CALIFORNIA 90065  
504 BROADWAY, SUITE 909A NEW YORK, NEW YORK 10012  
TEL: 888-945-9786 F: 312-563-0484

Once you enroll in Experian IdentityWorks you will have access to the following additional features:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.<sup>1</sup>
- **Credit Monitoring:** Actively monitors Experian, Equifax and Transunion files for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance<sup>2</sup>:** Provides coverage for certain costs and unauthorized electronic fund transfers.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at 877-288-8057. If, after discussing your situation with an agent, it is determined that Identity Restoration support is needed, then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that this Identity Restoration support is available to you for two years from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at [www.ExperianIDWorks.com/restoration](http://www.ExperianIDWorks.com/restoration). You will also find self-help tips and information about identity protection at this site.

**What You Can Do.** You can review the enclosed "Steps You Can Take to Protect Your Information." You can also enroll to receive the free credit monitoring and identity restoration services described above.

In addition, if you have not already done so, we encourage you to file your 2018 tax return as soon as possible. If you become aware of a fraudulent tax return filed in your name or you are instructed to do so by the IRS, you should file the IRS Form 14039 Identity Theft Affidavit along with a paper copy of your return and mail according to the instructions on that form. A copy of this form can be found at: <https://www.irs.gov/pub/irs-pdf/f14039.pdf>, or [www.irs.gov/uac/Taxpayer-Guide-to-Identity-Theft](http://www.irs.gov/uac/Taxpayer-Guide-to-Identity-Theft).

You have the right to place a "security freeze" on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The

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<sup>1</sup> Offline member will be eligible to call for additional reports quarterly after enrolling.

<sup>2</sup> Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). 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 term s, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a security freeze on your credit report. If you choose to obtain a security freeze by directly contacting the consumer reporting agencies, you may apply online at [www.experian.com/freeze](http://www.experian.com/freeze) or [www.equifax.com/personal/credit-report-services](http://www.equifax.com/personal/credit-report-services) or [www.transunion.com/credit-freeze](http://www.transunion.com/credit-freeze). You may also mail a letter to each of the consumer reporting agencies listed below. The letter should include your full name, address, Social Security number, date of birth, addresses where you lived over the previous two years, proof of current address (such as a utility or phone bill), and a photocopy of a government issued identification card. Each of the consumer reporting agencies has specific requirements to place a security freeze. Review these requirements including the correct mailing address on the website for each consumer reporting agency prior to sending your written request. For more information see <https://www.mass.gov/how-to/request-a-credit-report-security-freeze>.

We also strongly encourage you to report incidents of suspected identity theft to your local law enforcement and state attorney general. As a Massachusetts resident, you have the right to obtain a police report if you are the victim of identity theft.

**For More Information.** We understand that you may have questions about this incident that are not addressed in this letter. If you have additional questions, please contact us at the toll-free number (844) 500-7873 or [datainquiry@intelligentsiacoffee.com](mailto:datainquiry@intelligentsiacoffee.com).

We take the privacy and security of the personal information in our care seriously. We sincerely regret any inconvenience or concern this incident has caused you.

Sincerely,



James McLaughlin  
President & CEO

## **STEPS YOU CAN TAKE TO PROTECT YOUR INFORMATION**

**File Your Tax Return.** We encourage you to file your tax return as soon as possible, if you have not already done so. You can also contact the IRS at [www.irs.gov/Individuals/Identity-Protection](http://www.irs.gov/Individuals/Identity-Protection) for helpful information and guidance on steps you can take to prevent a fraudulent tax return from being filed in your name and what to do if you become the victim of such fraud. You can also visit [www.irs.gov/uac/Taxpayer-Guide-to-Identity-Theft](http://www.irs.gov/uac/Taxpayer-Guide-to-Identity-Theft) for more information.

You should also look to the information made available by the tax authority for your state of residence and any other state where you file a tax return. For a list of websites for each US state's tax authority, visit [www.taxadmin.org/state-tax-agencies](http://www.taxadmin.org/state-tax-agencies).

**Credit Reports.** We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements and monitoring your free credit reports for suspicious activity and to detect errors. Under U.S. law, you are entitled to one free credit report annually from each of the three major credit reporting bureaus. To order your free credit report, visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call, toll-free, 1-877-322-8228. You may also contact the three major credit bureaus directly to request a free copy of your credit report.

**Fraud Alerts.** At no charge, you can also have these credit bureaus place a "fraud alert" on your file that alerts creditors to take additional steps to verify your identity prior to granting credit in your name. Note, however, that because it tells creditors to follow certain procedures to protect you, it may also delay your ability to obtain credit while the agency verifies your identity. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts on your file. Should you wish to place a fraud alert, or should you have any questions regarding your credit report, please contact any one of the credit reporting agencies listed below:

<b>Equifax</b> P.O. Box 105788 Atlanta, GA 303481 1-800-685-1111 <a href="http://www.equifax.com">www.equifax.com</a>	<b>Experian</b> P.O. Box 9554 Allen, TX 75013 1-888-397-3742 <a href="http://www.experian.com">www.experian.com</a>	<b>TransUnion</b> P.O. Box 2000 Chester, PA 19022 1-888-909-8872 <a href="http://www.transunion.com">www.transunion.com</a>
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**Additional Information.** You can further educate yourself regarding identity theft, security freezes, fraud alerts, and the steps you can take to protect yourself against identity theft and fraud by contacting Experian, Equifax or TransUnion, the Federal Trade Commission or your state Attorney General. The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; [www.identitytheft.gov](http://www.identitytheft.gov); 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. You have the right to file a police report if you ever experience identity theft or fraud which typically requires some kind of proof that you have been a victim.