

Deloitte Tax LLP Global Employer Services 555 East Wells Street Suite 1400 Milwaukee, WI 53202-3824 USA

Tel: +1 414 271-3000 Fax: +1 414 347 6200 www.deloitte.com

On behalf of Deloitte Tax LLP ("Deloitte Tax"), I'm writing to tell you about a recent incident involving your personal information related to the services Deloitte Tax provides to you. We have learned that your 2017 Form W2-C, which contains your name and, Social Security number was inadvertently disclosed to a third party.

We take our obligations with regard to safeguarding our clients' information very seriously and regret that this situation has occurred. We have no reason to believe that your personal information has been misused. However, we recognize the need to provide you with resources to monitor your personal information and to identify and protect against potential unauthorized use. Accordingly, we have arranged to provide you a one-year membership of Experian's® IdentityWorks[™] identity protection service, at no cost to you. Attached is the description of Experian IdentityWorks[™] and instructions to enroll for this prepaid service. You may enroll by June 30, 2019. We encourage you to enroll.

As a general practice, we recommend that you remain vigilant by regularly reviewing account statements and monitoring credit reports from one or more of the national credit reporting companies. You should consider contacting the institutions where you hold financial accounts and let them know of the incident, so they can be notified of any suspicious behavior or take other steps as applicable. We are also attaching a reference guide based on guidance published by the Federal Trade Commission and other authorities to give you more information about identity theft, how to report it, and how to protect yourself.

Please note that under Massachusetts law you have the right to obtain a police report and may request a security freeze. Instructions on how to initiate a security freeze are attached.

Deloitte Tax takes the protection of our clients' information very seriously, and we regret any inconvenience or concern that this incident may cause you. We are committed to protecting all confidential information that is entrusted to us. Accordingly, we continue to take steps to strengthen our already robust privacy training and awareness programs so as to reduce the likelihood of the recurrence of a similar incident.

If you have additional questions concerning this matter, please feel free to contact me at 1-414-977-2554 or rjohnson@deloitte.com.

Renee Johnson Deloitte Tax LLP

Experian IdentityWorks SM – Credit 3B - Product description and enrollment instructions from Experian

To help protect your identity, you are being offered a one-year membership of Experian's® IdentityWorksSM. This product provides you with identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you enroll by: June 30, 2019 (Your code will not work after this date.)
- Visit the Experian IdentityWorks website to enroll: <u>www.experianidworks.com/3bcredit</u>
- Provide your activation code:

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian Identity Works online, please contact Experian's customer care team at 877.890.9332 by June 30, 2019. Be prepared to provide engagement number proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP:

A credit card is not required for enrollment in Experian IdentityWorks.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- Experian credit report at signup: See what information is associated with your credit file. Daily credit reports are available for online members only. *
- 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 ExtendCARETM: 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**: Provides coverage for certain costs and unauthorized electronic fund transfers.

* Offline members will be eligible to call for additional reports quarterly after enrolling

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 **877.890.9332**. 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 one year 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 <u>www.ExperianIDWorks.com/restoration</u>. You will also find self-help tips and information about identity protection at this site.

^{**} 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 terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions

IDENTITY THEFT PREVENTION REFERENCE GUIDE

You should regularly review statements from your accounts and periodically obtain your credit report from one or more of the national credit reporting companies. You may obtain a free copy of your credit report once every 12 months by visiting <u>http://www.annualcreditreport.com</u>, calling toll-free 877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to:

Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281

You can print a copy of the request form at <u>http://www.ftc.gov/bcp/menus/consumer/credit/rights.shtm</u>. You can also purchase a copy of your credit report by contacting one of the three national consumer reporting agencies:

Equifax: 800-525-6285 www.equifax.com, Consumer Fraud Division, P.O. Box 740256, Atlanta, GA 30374

Experian: 888-397-3742 www.experian.com, Fraud Division, P.O. Box 9554, Allen, TX 75013

TransUnion: 800-680-7289 www.transunion.com Fraud Victim Assistance Department, P.O. Box 2000, Chester, PA 19016-2000

Review the reports carefully for inquiries from companies you did not contact, accounts you did not open, and debts that you cannot explain. Verify the accuracy of your complete name, Social Security Number, address(es), and employer(s). Notify the three consumer reporting agencies about any inaccuracies.

You should remain vigilant with respect to reviewing your account statements and credit reports, and promptly report any suspicious activity or suspected identity theft to proper law enforcement authorities, including local law enforcement, your state's attorney general and the Federal Trade Commission ("FTC"). You may contact the FTC to obtain additional information about avoiding identity theft. You may obtain information from the FTC and the consumer reporting agencies listed above about fraud alerts and security freezes. We also provide some additional information about fraud alerts and security freezes below.

Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, 1-877-IDTHEFT (438-4338), <u>http://www.ftc.gov/idtheft</u>

Fraud Alerts: A fraud alert is a consumer statement added to your credit report. This statement alerts creditors of possible fraudulent activity within your report as well as requests that they contact you prior to establishing any accounts in your name. Once the fraud alert is added to your credit report, all creditors should contact you prior to establishing any account in your name. There are also two types of fraud alerts that you can place on your credit report to put your creditors on notice that you may be a victim of fraud: an initial 90-day alert and an extended seven-year alert. You may request an initial fraud alert if you suspect you have been, or are about to be, a victim of identity theft. You may request an extended alert if you have been a victim of identity theft and provide the required documentation. To place a fraud alert, call any of the three credit reporting companies.

Credit Freezes: You may put a "credit freeze" (also known as a "security freeze") on your credit file so that no one can access your credit report or open new credit in your name without the use of a PIN number that you provide. Using a credit freeze may interfere with or delay your ability to obtain credit. You may also incur fees to place, lift, and/or remove a credit freeze, which generally range from \$5-20 per action. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Please contact the three major credit reporting companies to find out more information. In addition, please note that placing a credit freeze on your credit file at one or more of the credit reporting companies will prevent you from enrolling in the Equifax Credit WatchTM product.