

16124

November 27, 2019

[Employees]  
[address]  
Boston, MA

Dear []:

Donut Enterprises, Inc. ("Donut Enterprises") is writing to inform you that, as a result of information inadvertently included in an email sent to all employees on November 13, 2019, there is a risk of a potential breach of security of your personal information. We hope that the matter is resolved without any delay or the loss of any of your personal information. However, in order to provide you with the most amount of protection possible, we are providing the following information to you, pursuant to Mass. Gen. Law Ch. 93H.

Under Massachusetts law, if you are the victim of identity theft, you have the right to file a police report and obtain a copy of it.

Massachusetts law also allows consumer to place a security freeze on their credit reports. A security freeze prohibits a credit reporting agency from releasing any information from a consumer's credit report without written authorization. However, please be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any request that you make for new loans, credit mortgages, employment, housing or other services.

If you have been a victim of identity theft and you provide the credit reporting agency with a valid police report, it cannot charge you to place, lift, or remove a security freeze.

To place a security freeze on your credit report, you must send a written request to **each** of the three major consumer reporting agencies: Equifax ([www.equifax.com](http://www.equifax.com)), Experian ([www.experian.com](http://www.experian.com)), and TransUnion ([www.transunion.com](http://www.transunion.com)) by regular, certified, or overnight mail at the addresses below:

Equifax Security Freeze  
P.O. Box 105788  
Atlanta, GA 30348

Experian Security Freeze  
P. O. Box 9554  
Allen, TX 75013

TransUnion Security Freeze  
Fraud Victim Assistance Department  
P. O. Box 6790  
Fullerton, CA 92834

In order to request a security freeze, you will need to provide the following information:

1. Your full name (including middle initial, as well as Jr., Sr., II, III, etc.);
2. Your social security number;
3. Date of birth;
4. If you have moved in the past five (5) years, provide the addresses where you lived over the prior five years;
5. Proof of current address such as a current utility bill or telephone bill;
6. A legible photocopy of a government issued identification card (state driver's license or i.d. card, military identification, etc.); and
7. If you are a victim of identity theft, include a copy of either the police report, investigative report or complaint to a law enforcement agency concerning identity theft.

The credit reporting agencies have three (3) business days after receiving your request to place a security freeze on your credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number (PIN) or password, or both, that can be used by you to authorize removal or lifting of the security.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must call or send a written request to the credit reporting agencies by mail and include proper identification (name, address, and social security number) **and** the PIN number or password provided to you when you place the security freeze, as well as the identities of those entities or individuals you would like to receive your credit report or for the specific period of time you want the credit report available. The credit reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities for the specified period of time.

To remove the security freeze, you must send a written request to each of these three credit bureaus by mail and include proper identification (name, address, and social security number) **and** the PIN number or password provided to you when you placed the security freeze. The credit bureau has three (3) business days after receiving your request to remove the security freeze.

In addition to providing you with this information, Donut Enterprises, pursuant to Ch. 93H, §3A, will offer you **free** credit report services through any of the above vendors for a period of eighteen (18) months.

We strongly urge that you review your credit cards and other financial accounts for any suspicious or unauthorized activity. In the event that you note any suspicious or unauthorized activities, immediately contact the Boston Police Department and inform them that you believe

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you were the victim of identity theft and that there is suspicious and unauthorized activity on your credit cards and financial accounts.

It is unfortunate that this error placed your personal information at risk of exposure despite Donut Enterprises' strenuous efforts to maintain the integrity of that information. Please note that we have no direct information that any of this information was actually accessed. Rather, we are providing you with this information in order to put you on notice with the expectation that you will scrutinize your personal information, credit card information, and other financial data to determine if there has been an unauthorized use of your information.

If you have any questions or concerns about this information, please contact Stephen Dunn or me at any time.

Very truly yours,

Gianna D'Angelo