

18358

VERONICA BEARD

<<Date>> (Format: Month Day, Year)

<<first\_name>> <<middle\_name>> <<last\_name>> <<suffix>>  
<<address\_1>>  
<<address\_2>>  
<<city>>, <<state\_province>> <<postal\_code>>  
<<country >>

Dear <<first\_name>> <<middle\_name>> <<last\_name>> <<suffix>>:

Veronica Beard is committed to protecting the confidentiality and security of employee personal information. Without causing any undue concern, we are writing to inform you about an incident that may involve some of your information, including your name and Social Security number.

Although we have no evidence that any of your information has been acquired or misused, we wanted to let you know that this incident occurred and assure you that we are treating the matter seriously. As an added measure we would like to offer you a complimentary two-year membership in Experian's® IdentityWorks<sup>SM</sup> Credit 3B. This product helps detect possible misuse of your personal information and provides you with identity protection services focused on immediate identification and resolution of identity theft. IdentityWorks Credit 3B is completely free to you and enrolling in this program will not hurt your credit score. For more information on IdentityWorks Credit 3B, including instructions on how to activate your complimentary membership, as well as some additional steps you can take to help protect yourself, please see the additional information provided with this letter.

We sincerely regret that this incident occurred and apologize for any inconvenience or concern. We have implemented additional safeguards and technical security measures to further protect personal information. If you have any questions, please call 646.887.2749.

Sincerely,



Marc Iannotta  
Vice President of Operations