

NOTICE OF DATA BREACH

Dear <<first_name>> <<last_name>>,

Earlier today, you would have seen a note from Alexandra about a data breach that impacted J O Hambro Capital Management, including JOHCM Funds (UK) Limited, resulting in the inappropriate accessing of some employee data. Following our investigation into the incident, I am sorry to let you know that we believe that some personal data relating to you may have been accessed.

Under Massachusetts law, you have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

You may also place a security freeze on your credit reports, free of charge. 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 requests you make for new loans, credit mortgages, employment, housing or other services. Under federal law, you cannot be charged to place, lift, or remove a security freeze.

You must place your request for a freeze with *each* of the three major consumer reporting agencies: Equifax (www.equifax.com); Experian (www.experian.com); and TransUnion (www.transunion.com). To place a security freeze on your credit report, you may send a written request by regular, certified or overnight mail at the addresses below. You may also place a security freeze through each of the consumer reporting agencies' websites or over the phone, using the contact information below:

Equifax Security Freeze

P.O. Box 105788
Atlanta, GA 30348
1-800-349-9960

www.equifax.com/personal/credit-report-services

Experian Security Freeze

P.O. Box 9554
Allen, TX 75013
1-888-397-3742

www.experian.com/freeze/center.html

TransUnion Security Freeze

P.O. Box 160
Woodlyn, PA 19094
1-888-909-8872

www.transunion.com/credit-freeze

In order to request a security freeze, you will need to provide some or all of the following information to the credit reporting agency, depending on whether you do so online, by phone, or by mail:

- 1) Your full name (including middle initial as well as Jr., Sr., II, III, etc.);
- 2) Social Security Number;
- 3) Date of birth;
- 4) If you have moved in the past five (5) years, the addresses where you have lived over the prior five years;
- 5) Proof of current address, such as a current utility bill, telephone bill, rental agreement, or deed;
- 6) A legible photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.);
- 7) Social Security Card, pay stub, or W2;
- 8) 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 one (1) to three (3) business days after receiving your request to place a security freeze on your credit report, based upon the method of your request. 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 the removal or

lifting of the security freeze. It is important to maintain this PIN/password in a secure place, as you will need it to lift or remove the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must make a request to each of the credit reporting agencies by mail, through their website, or by phone (using the contact information above). You must provide proper identification (including name, address, and social security number) and the PIN number or password provided to you when you placed the security freeze, as well as the identities of those entities or individuals you would like to receive your credit report. You may also temporarily lift a security freeze for a specified period of time rather than for a specific entity or individual, using the same contact information above. The credit bureaus have between one (1) hour (for requests made online) and three (3) business days (for request made by mail) after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must make a request to each of the credit reporting agencies by mail, through their website, or by phone (using the contact information above). You must provide 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 bureaus have between one (1) hour (for requests made online) and three (3) business days (for requests made by mail) after receiving your request to remove the security freeze.

Additional Steps You Can Take to Protect Yourself

As part of protecting your online identity and safety, we have engaged Experian to offer you a free 18-month membership to their identity protection services. Please see the “Complimentary Credit Monitoring” section below for enrollment instructions.

In addition to enrolling for free in Experian’s identity protection services, we recommend you take the following precautions:

- **Fraud Alert** – You can place a fraud alert on your credit report, which may help prevent someone from opening accounts in your name or changing your existing accounts. You can place a fraud alert by contacting any one of the three national credit reporting agencies: Experian (www.experian.com/fraud/center.html); TransUnion (www.transunion.com/fraud-alerts); or Equifax (https://assets.equifax.com/assets/personal/Fraud_Alert_Request_Form.pdf). You may also place a fraud alert by calling the three credit bureaus at the phone numbers listed above. Fraud alerts initially last for one year. Victims of identity theft can get an extended fraud alert for seven years. A fraud alert adds a layer of protection, but it might cause delays or prevent you from getting instant credit (such as an instant credit card offered by a retail store).
- **Order a free copy of your credit report.** You are entitled to receive a free credit report annually, even if you don’t suspect any unauthorized activity on your account or credit reports. To order your free credit report, visit www.annualcreditreport.com, or call toll-free at 1-877-322-8228, 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 Requests Service, P.O. Box 105281, Atlanta, GA 30348-5281. The FTC recommends that you check your credit reports and credit card statements periodically. In addition to the right to get a free copy of your credit report, you are entitled to ask for your credit score, dispute incomplete or inaccurate information, limit “prescreened” offers of credit and insurance, and seek damages from violators.
- **Remain vigilant in reviewing your bank account, credit card, or other financial transaction statements.** You should monitor these statements as well as your free credit reports to protect yourself against fraud and identity theft. If you notice anything unusual, contact your financial

institution. You may also wish to consider contacting your financial institution now, to discuss options for monitoring your bank account.

- **Monitor your mail for any disruption in delivery.** If you notice any irregularities (such as missing financial statements, credit card statements or other documents), report such irregularities to the US Postal Service.
- **Get additional information about how to avoid identity theft.** You can contact the U.S. Federal Trade Commission's Consumer Response Center at 600 Pennsylvania Avenue NW, Washington, DC 20580, or by telephone at 1-877-IDTHEFT (438-4338), or online at www.ftc.gov/idtheft. You can also contact the Massachusetts Office of Consumer Affairs and Business Regulation at 501 Boylston St., Suite 5100, Boston, MA 02116, or by telephone at 1-617-973-8787. You can also learn more by visiting <https://www.mass.gov/avoiding-identity-theft>.
- **Report suspected identity theft.** If you suspect that someone has stolen or misused your personal information or that you are a victim of identity theft, you should immediately report the incident to the U.S. Federal Trade Commission at the information listed in the bullet above, and to your local law enforcement (including the Massachusetts Attorney General's office, at 1-617-727-4765).

Complimentary Credit Monitoring

We have also purchased access to an identity protection service provided by Experian, which will be free to use for 18 months. Please contact datateam@johcm.co.uk for enrollment details and questions about the complimentary credit monitoring service.

I reiterate my apologies that it has been necessary to inform you of this. I appreciate that you may be concerned about the impact of this incident or may have other questions, so please don't hesitate to reach out to me directly or to the email box referred above.

Kind regards,

Claudia