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Dear Clients:

It has come to my attention that a higher than usual number of clients have been affected by identity theft for the 2022 tax filing season. If you receive a notice, by mail, from the Internal Revenue Service or the Commonwealth of Massachusetts regarding verification of information for your 2022 tax filing or other similar notice, and you have not yet filed your 2022 tax returns, please contact my office immediately. I will be able to assist you in recommending the steps to be taken and also help you move forward with your 2022 tax filing.

At this time, I am unaware of any data breach to my systems and secure data, but given the number of client's affected, I felt the best course of action would be to notify you of this situation. Safe guarding your personal data is my top priority. To ensure this, your data is stored in a secured, locked and alarmed building and my computer systems have multiple password protection and two-factor authentication. In addition, I operate on a secure, hard-wired network and constantly upgrade my programs to the latest versions of virus and malware protection. I am continually monitoring the systems to the best of my technological ability and am currently having the computers examined by an outside IT expert to determine if any data breach occurred. Regardless of the source of data breach, the potential information that could have been compromised includes names, addresses, social security numbers, and other tax data including bank account numbers, if using direct deposit.

After speaking with the IRS regarding identity theft issues, they strongly recommend individuals get an Identity Protection (IP) PIN whether or not you know you have been impacted by identity theft. This can be done online at <u>https://www.irs.gov/identity-theft-fraud-scams/get-an-identity-protection-pin</u> or by filing Form 15227 Application for an Identity Protection Personal Identification Number. If you have any questions about this or need help filing out the form, please give me a call.

If you have become aware of the fact that fraudulent tax return(s) have been filed using your identification information, the following additional actions are recommended:

The Federal Trade Commission (FTC) suggests that you place a free fraud alert on your credit file. A fraud alert tells creditors to contact you before they open any new accounts or change your existing accounts. Contact any one of the three major credit bureaus. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts. The initial fraud alert stays on your credit report for one year. You can renew it after one year. Equifax: <u>equifax.com/personal/credit-report-services</u> or 1-800-685-1111 Experian: <u>experian.com/help</u> or 1-888-397-3742 TransUnion: <u>transunion.com/credit-help</u> or 1-888-909-8872

You can request each credit bureau send you a free credit report after it places a fraud alert on your file. Review your credit reports for accounts and inquiries you don't recognize. These can be signs of identity theft. If your personal information has been misused, visit the FTC's site at <u>IdentityTheft.gov</u> to report the identity theft and get recovery steps. Even if you do not find any suspicious activity on your initial credit reports, the FTC recommends that you check your credit reports periodically so you can spot problems and address them quickly.

You may also want to contact your bank and monitor your banking transactions more carefully. Some banks also offer credit monitoring services as well.

Please don't hesitate to reach out to me with any questions or concerns. I will address them to the best of my knowledge and we will work together to remedy any complications as a result of this issue.

Best Regard David De