



7SIGNAL, Inc.
6155 Rockside Road, Suite 110
Independence, Ohio 44131

May 8, 2023

Dear 7SIGNAL Community,

We are writing to notify you that a breach of security occurred on April 5, 2023 and your personal information may have been subject to unauthorized access.

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 place a security freeze on your credit reports, free of charge, through any of the three consumer reporting agencies on their websites or over the phone, using the contact information listed below. Please be aware that 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.

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.

We encourage you to remain vigilant by monitoring your personal accounts and statements. For more information about how to access a free credit report, you can visit <https://www.usa.gov/credit-reports>. To the extent you have not changed your Zenefits password or confirmed your bank account information is accurate, we encourage you to do so. We also recommend updating your banking and financial account logins and passwords, and monitoring those accounts for any suspicious activity.

You may obtain additional information about fraud alerts, security freezes, and preventing identity theft from the Federal Trade Commission by calling its identity theft hotline: 1-877-438-4338 or reporting identify theft online at www.IdentityTheft.gov. The FTC also provides information online at <https://www.usa.gov/identity-theft>. The FTC can also be reached at: Federal Trade Commission, Division of Privacy and Identity Protection, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

You may contact the national consumer reporting agencies regarding your credit reports, security freezes, and identify theft using the following information:

National Consumer Reporting Agencies Contact Information		
TransUnion	Experian	Equifax
P.O. Box 2000	P.O. Box 9554	P.O. Box 105788
Chester, PA 19022	Allen, TX 75013	Atlanta, GA 30348
1-888-909-8872	1-888-397-3742	1-800-685-1111
www.transunion.com	www.experian.com	www.equifax.com

Allstate Identity Protection Monitoring

Finally, we would like to offer you an 18-month Allstate Identity Protection membership. Please see the attached flyer for a description of the coverage we are offering. To receive this coverage, please contact our management office below. We deeply regret any concern or inconvenience that this may have caused you.

If you have any questions about this incident or require further information or assistance, please contact the Security Advisory Team at security@7SIGNAL.com.

Sincerely,
7SIGNAL, Inc.