

PATRICK B. DUPRAS
CERTIFIED PUBLIC ACCOUNTANT

45 Swift Street, So. Burlington, Vermont 05403
802-862-9032 Fax 802-862-9020

September 14, 2015

[REDACTED]
So. Burlington, VT 05403

Dear [REDACTED]

I am writing to you because of the recent security incident, Sept. 9, 2015, I had while attempting to send [REDACTED] the electronic tax files for your 2014 tax returns (and also, [REDACTED]). As you know I left out the "vt" in your email address by mistake, and, unfortunately it appears to have been sent to an unauthorized individual. Your name, address, phone number (home only), date of birth, and social security numbers are part of the files sent in error. I have emailed (Sept. 10, 2015) the incorrect email address and explained my mistake, and the confidential information that was intended solely for my client, and requested that he delete all of the material. I am truly sorry this incident occurred and sincerely regret any inconveniences it may cause you.

Below is a check list of suggestions of how you can best protect yourself.

1. **Review your bank, credit card and debit card account statements** over the next twelve to twenty-four months and immediately report any suspicious activity to your bank or credit union.

2. **Monitor your credit reports** with the major credit reporting agencies.

Equifax	Experian	TransUnion
1-800-685-1111	1-888-397-3742	1-800-916-8800
P.O. Box 740241	P.O. Box 2104	P.O. Box 2000
Atlanta, GA 30374-0241	Allen, TX 75013	Chester, PA 19022
www.equifax.com	www.experian.com	www.transunion.com

Under Vermont law, you are entitled to a free copy of your credit report from those agencies every twelve months.

I would be very, very happy to reimburse you for twelve months for any credit monitoring for which you sign up, or, any other privacy protection you wish. Please look into these (see also #4 below) and let me know so I can send the reimbursement ASAP.

Call the credit reporting agency at the telephone number on the report if you find:

- (a) Accounts you did not open.
- (b) Inquiries from creditors that you did not initiate.
- (c) Inaccurate personal information, such as home address and social security number.

3. If you do find suspicious activity on your credit reports or other account statements, call your local police or sheriff's office and **file a report of identity theft**. Get a copy of the police report. You may need to give copies of the police report to creditors to clear up your records, and also to access some services that are free to identity theft victims.

4. If you find suspicious activity on your credit reports or on your other account statements, **consider placing a fraud alert** on your credit files so creditors will contact you before opening new accounts. Call any one of the three credit reporting agencies at the number below to place fraud alerts with all of the agencies.

Equifax
888-766-0008

Experian
888-397-3742

TransUnion
800-680-7289

5. Even if you do not find suspicious activity on your credit report or other account statements, it is important that you **check your credit report** for the next two years. Just call one of the numbers in paragraph 2 above to order your reports or to keep a fraud alert in place.

6. As always to guard against possible scams be cautious about sharing personal information, such as passwords, user ID's, and financial account information. A helpful source of advice is the Federal Trade Commission website at <http://www.ftc.gov/bcp/edu/microsites/idtheft/>.

██████████ if there is anything I can do to assist you, please do not hesitate to call me at 802-862-9032 (until Sept. 30, 2015), or ██████████ Again, I apologize for this error.

Sincerely yours,

Patrick B. Dupras, CPA

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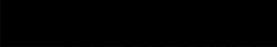
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 if there is anything I can do to assist you, please do not hesitate to call me at 802-862-9032 (until Sept. 30, 2015), or 802-864-5686 (home). Again, I apologize for this error.

Sincerely yours,

Patrick B. Dupras, CPA