UNIVERSITY OF
MARY WASHINGTON

Return Mail Processing Center
PO Box 6336
Portland, OR 97228-6336

<<mail id>>
<<Name1>>
<<Address1>>
<<City>><<State>><<Zip>>

<<Date>>

Dear <<Name>>,

The University of Mary Washington ("UMW") is committed to protecting the confidentiality of the information entrusted to us. Regrettably, we are writing to inform you about an incident involving some of your information.

On January 5, 2016, UMW was informed by a university employee that an issued laptop computer was stolen while in transit. Upon learning this, UMW immediately began an investigation and determined that the laptop stored files containing your name, address, and Social Security number. The employee contacted law enforcement, but to date, law enforcement has been unable to locate the computer.

Although we have no indication that your information has been or will be misused, in an abundance of caution, we are offering you a complimentary one-year membership of Experian's® ProtectMyID® Alert. 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. ProtectMyID Alert is completely free to you and enrolling in this program will not hurt your credit score. Unfortunately, due to privacy laws, we are not able to enroll you directly. **For more information on identity theft prevention and ProtectMyID Alert, including instructions on how to activate your complimentary one-year membership, please see the additional information provided in this letter.**

We deeply regret any inconvenience this may cause you. To help prevent this from happening in the future, we have taken appropriate action with the involved employee and re-educating our staff on the importance of handling personal information securely. If you have any questions, please call 1-866-660-8608 Monday through Friday between 9 a.m. and 9 p.m. Eastern Time.

Sincerely,

Hall Cheshire
Acting Chief Information Officer
University of Mary Washington

Activate ProtectMyID Now in Three Easy Steps

1. ENSURE **That You Enroll By:** April 30, 2016 (You will not be able to enroll after this date.)
2. VISIT the **ProtectMyID Web Site: www.protectmyid.com/redeem**
3. PROVIDE **Your Activation Code: <<code>>**

If you have questions or need an alternative to enrolling online, please call 877-288-8057 and provide engagement # 98987.

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH PROTECTMYID MEMBERSHIP:
A credit card is not required for enrollment.

Once your ProtectMyID membership is activated, you will receive the following features:

- **Free copy of your Experian credit report**
- **Surveillance Alerts for:**
  - **Daily Bureau Credit Monitoring:** Alerts of key changes & suspicious activity found on your Experian, Equifax® and TransUnion® credit reports.
- **Identity Theft Resolution & ProtectMyID ExtendCARE:** Toll-free access to US-based customer care and a dedicated Identity Theft Resolution agent who will walk you through the process of fraud resolution from start to finish for seamless service. They will investigate each incident; help with contacting credit grantors to dispute charges and close accounts including credit, debit and medical insurance cards; assist with freezing credit files; contact government agencies.
  - It is recognized that identity theft can happen months and even years after a data breach. To offer added protection, you will receive ExtendCARE™, which provides you with the same high-level of Fraud Resolution support even after your ProtectMyID membership has expired.
- **$1 Million Identity Theft Insurance*[1]:** Immediately covers certain costs including, lost wages, private investigator fees, and unauthorized electronic fund transfers.

Once your enrollment in ProtectMyID is complete, you should carefully review your credit report for inaccurate or suspicious items. If you have any questions about ProtectMyID, need help understanding something on your credit report or suspect that an item on your credit report may be fraudulent, please contact Experian's customer care team at 877-288-8057.

Even if you choose not to take advantage of this free credit monitoring service, we recommend that you remain vigilant to the possibility of fraud and identity theft by reviewing your credit card, bank, and other financial statements for any unauthorized activity. You may also obtain a copy of your credit report, free of charge, directly from each of the three nationwide credit reporting agencies. To order your credit report, free of charge once every 12 months, please visit www.annualcreditreport.com or call toll free at 1-877-322-8228. Contact information for the three nationwide credit reporting agencies is as follows:

Equifax	Experian	TransUnion
PO Box 740241	PO Box 2002	PO Box 2000
Atlanta, GA 30374	Allen, TX 75013	Chester, PA 19022
www.equifax.com	www.experian.com	www.transunion.com
1-800-685-1111	1-888-397-3742	1-800-916-8800

If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should contact your local law enforcement authorities and file a police report. Obtain a copy of the police report, which can be helpful in case you are asked to provide copies to creditors to correct your records. You should also immediately contact the Federal Trade Commission and/or the Attorney General's office in your home state. Contact information for the Federal Trade Commission is as follows:

1 *Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580
www.ftc.gov/idtheft
1-877-438-4338

You can also obtain information from the sources above about steps an individual can take to avoid identity theft.