

April 6, 2011

Dear Former Employee :

We are writing to you because of a recent security incident at the Town of Barton. We found spyware on one of our office computers which contained password protected confidential employee information for former employees. The infected machine has been wiped clean and removed from our network and internet access. We do not know if confidential information was accessed, but as it is possible we are contacting all current and prior employees whose social security numbers may have been accessed. We have notified the Vermont State Police and Attorney General's offices and are also alerting the state and local media in an effort to reach all effected individuals.

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
1-800-685-1111
P.O. Box 740241
Atlanta, GA 30374-0241
www.equifax.com

Experian
1-888-397-3742
P.O. Box 2104
Allen, TX 75013
www.experian.com

TransUnion
1-800-916-8800
P.O. Box 2000
Chester, PA 19022
www.transunion.com

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

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

- Accounts you did not open.
- Inquiries from creditors that you did not initiate.
- 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
800-525-6285

Experian
888-397-3742

TransUnion
800-680-7289

April 6, 2011

Dear Current Employee :

We are writing to you because of a recent security incident at the Town of Barton. We found spyware on one of our office computers which contained password protected confidential employee information for employees. The infected machine has been wiped clean and removed from our network and internet access. We do not know if confidential information was accessed, but as it is possible we are contacting all current and prior employees whose social security numbers may have been accessed. We have notified the Vermont State Police and Attorney General's offices and are also alerting the state and local media in an effort to reach all effected individuals.

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
1-800-685-1111
P.O. Box 740241
Atlanta, GA 30374-0241
www.equifax.com

Experian
1-888-397-3742
P.O. Box 2104
Allen, TX 75013
www.experian.com

TransUnion
1-800-916-8800
P.O. Box 2000
Chester, PA 19022
www.transunion.com

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

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

- Accounts you did not open.
- Inquiries from creditors that you did not initiate.
- 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
800-525-6285

Experian
888-397-3742

TransUnion
800-680-7289