

Petersen & Hicks

TAX AND FINANCIAL

<<Date>> (Format: Month Day, Year)

Parent or Guardian of:

<<first_name>> <<middle_name>> <<last_name>> <<suffix>>
<<address_1>>
<<address_2>>
<<city>>, <<state_province>> <<postal_code>>
<<country>>

<<b2b_text_1 (NOTICE OF [SECURITY INCIDENT / DATA BREACH])>>

To the Parent or Guardian of <<first_name>> <<middle_name>> <<last_name>> <<suffix>>:

Petersen & Hicks writes to inform you of a recent cyber incident that may impact the privacy of some of your minor's information. While we do not have any indication that any identity theft or fraud related to your minor's information has occurred as a result of this incident, this notice provides you with additional information about the incident, our response, and steps you may take to further protect your minor's information against identity theft and fraud, should you determine it is appropriate to do so.

What Happened? On or about June 29, 2023, Petersen & Hicks detected suspicious activity pertaining to an email account. Upon learning of this activity, Petersen & Hicks took prompt steps to confirm the security of the email account and launched an investigation to determine the nature and scope of the incident. On or about July 24, 2023, the investigation determined that one email account was accessible to an unauthorized individual between June 23, 2023 and June 30, 2023. While the investigation was able to determine the email account was accessed, it was unable to determine whether any specific email or attachment within the account were actually accessed or acquired by an unknown actor.

What Information Was Involved? Petersen & Hicks quickly began a thorough investigation of the relevant emails and files to identify individuals with personal information that was potentially impacted. Once the review was complete, we worked to find addresses for potentially impacted individuals. On September 8, 2023, we determined that <<b2b_text_2(your minor's name, impacted data elements)>> were potentially impacted by this incident.

What We Are Doing. Petersen & Hicks takes this incident and the security of information within our care very seriously. Upon discovery of this incident, we immediately launched an in-depth investigation to determine the full nature and scope of this incident and moved quickly to assess the security of our email accounts and notify potentially affected individuals. As part of our ongoing commitment to the privacy of information within our care, we are working to implement additional security measures to further protect against similar incidents in the future. We will also be notifying state regulators, as required.

As an added precaution, we would like to offer your minor twelve months of complimentary access to identity monitoring services through Kroll. If you wish your minor to receive these services, you must enroll your minor by following the below enrollment instructions as we are unable to activate these services on your behalf.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud and to review your minor's accounts statements and credit reports, to the extent available, to detect errors or suspicious activity. You can find more information about obtaining a free copy of your minor's credit report, protecting against potential identity theft and fraud, and other resources available to you in the enclosed *Steps You Can Take to Help Protect Your Minor's Personal Information*. You may also enroll your minor in the complimentary identity monitoring services available to your minor; detailed instructions for enrolling in these services are enclosed.

For More Information. We understand that you may have questions about this incident that are not addressed in this letter. If you have additional questions, or need assistance, please contact us at [XXX-XXX-XXXX](tel:XXX-XXX-XXXX) between 8:00 am to 5:30 pm Central Time on Monday through Friday, excluding major U.S. holidays.

Sincerely,

A handwritten signature in black ink that reads "Ron". The letters are stylized and cursive.

Ron Petersen
Petersen & Hicks

STEPS YOU CAN TAKE TO HELP PROTECT YOUR MINOR'S PERSONAL INFORMATION

Enroll in Monitoring Services

To help relieve concerns and restore confidence following this incident, we have secured the services of Kroll to provide Minor Identity Monitoring, Fraud Consultation, and Identity Theft Restoration at no cost to you for one year. Kroll is a global leader in risk mitigation and response, and their team has extensive experience helping people who have sustained an unintentional exposure of confidential data.

Visit <https://enroll.krollmonitoring.com> to activate and take advantage of your Minor Identity Monitoring services.

You have until <<b2b_text_6 (activation date)>> to activate your Minor Identity Monitoring services.

Membership Number: <<Membership Number s_n>>

For more information about Kroll and your Identity Monitoring services, you can visit info.krollmonitoring.com.

Additional information describing your services is included with this letter.

Monitor Your Minor's Accounts

Typically, credit reporting agencies do not have a credit report in a minor's name. To find out if your minor has a credit report or to request a manual search for your minor's Social Security number each credit bureau has its own process. To learn more about these processes or request these services, you may contact the credit bureaus by phone, writing, or online:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/education/identity-theft/child-identity-theft/	https://www.experian.com/help/minor-request.html	https://www.transunion.com/fraud-victim-resources/child-identity-theft
1-800-685-1111	1-888-397-3742	1-800-916-8800
P.O. Box 105788 Atlanta, GA 30348-5788	P.O. Box 9554 Allen, TX 75013	P.O. Box 2000 Chester, PA 19016

To request information about the existence of a credit file in your minor's name, search for your minor's Social Security number, place a security freeze or fraud alert on your minor's credit report (if one exists), or request a copy of your minor's credit report you may be required to provide the following information:

- A copy of your driver's license or another government issued identification card, such as a state identification card, etc.;
- Proof of your address, such as a copy of a bank statement, utility bill, insurance statement, etc.;
- A copy of your minor's birth certificate;
- A copy of your minor's Social Security card;
- Your minor's full name, including middle initial and generation, such as JR, SR, II, III, etc.;
- Your minor's date of birth; and
- Your minor's previous addresses for the past two years.

Additional Information

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your minor's personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, D.C. 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if your minor ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

For District of Columbia residents, the District of Columbia Attorney General may be contacted at: 400 6th Street, NW, Washington, D.C. 20001; 202-727-3400; and oag.dc.gov.

For New York residents, the New York Attorney General may be contacted at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; or <https://ag.ny.gov/>.



TAKE ADVANTAGE OF YOUR IDENTITY MONITORING SERVICES

You have been provided with access to the following services from Kroll:

Minor Identity Monitoring

Minor Identity Monitoring detects when names, addresses, and credit information is associated with your child's Social Security number. An alert will be sent to you when activity is detected. The presence of a credit file may be an indicator of identity theft or fraud for children who, as minors, should not have a credit history.

Fraud Consultation

You have unlimited access to consultation with a Kroll fraud specialist. Support includes showing you the most effective ways to protect your identity, explaining your rights and protections under the law, assistance with fraud alerts, and interpreting how personal information is accessed and used, including investigating suspicious activity that could be tied to an identity theft event.

Identity Theft Restoration

If you become a victim of identity theft, an experienced Kroll licensed investigator will work on your behalf to resolve related issues. You will have access to a dedicated investigator who understands your issues and can do most of the work for you. Your investigator will be able to dig deep to uncover the scope of the identity theft, and then work to resolve it.

Kroll's activation website is only compatible with the current version or one version earlier of Chrome, Firefox, Safari and Edge.

To activate services, a U.S. Social Security number and U.S. residential address is required.