



[Return Address Line 1]  
[Return Address Line 2]

[Insert Recipient's Name]  
[Insert Address]  
[Insert City, State, Zip]

[Date]

**RE: Important Security Notification. Please read this entire letter.**

Dear [First Name] [Last Name]:

Godbey Law, LLC recently discovered an incident that may affect the security of your personal information. We want to provide you with information about the incident, steps we are taking in response, and steps you may take to guard against identity theft and fraud, should you feel it is appropriate to do so.

**What Happened?** On September 8, 2023, we became aware of a potential data and security incident impacting our systems. We immediately launched an internal investigation and worked with our technology provider to assist with the investigation, contain the threat, and further secure our systems. On September 26, 2023, we preliminarily determined that an unauthorized third party had accessed our systems and that sensitive data was likely impacted by this event, although further investigation would be required to determine the scope of the impacted data. Between November 21, 2023 and December 19, 2023 we confirmed the overall scope of the impacted information for affected individuals.

**What Information Was Involved?** We have confirmed that a file server containing your personally identifiable information was accessed, and certain information was posted to the “dark web.” Specifically, the following information may have been impacted: your name, date of birth, address, gender, driver’s license number, credit card numbers, bank account numbers, and Social Security number.

**What Are We Doing?** We take the protection of your personal information seriously and are taking steps to prevent a similar occurrence. Immediately upon learning of the potential incident on September 8, 2023, we began implementing additional protections, including upgrading our endpoint protection software, adding additional multifactor authentication requirements for remote access, implementing geographic restriction on our email system and network access, and implementing a 24x7 Security Operations Center to identify any future unexpected behavior rapidly. We will continue to take additional steps to secure our systems further. To date, we have not identified any evidence that the unauthorized actor has further disclosed and/or made any observable use of the data.

To help protect your identity, we are offering complimentary access to Experian IdentityWorks<sup>SM</sup> for [###] months.

If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that Identity Restoration is available to you for [##] months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at [www.ExperianIDWorks.com/restoration](http://www.ExperianIDWorks.com/restoration).

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary [##]-month membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information, please follow the steps below:

- Ensure that you **enroll by** [Enrollment End Date] (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: [Enrollment URL]
- Provide your **activation code**: [Activation Code]

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident, or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at [Experian TFN] by [Enrollment End Date]. Be prepared to provide engagement number [B#####] as proof of eligibility for the Identity Restoration services by Experian.

### **ADDITIONAL DETAILS REGARDING YOUR [##]-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP**

A credit card is not required for enrollment in Experian IdentityWorks. You can contact Experian immediately regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.\*
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance\*\*:** Provides coverage for certain costs and unauthorized electronic fund transfers.

**For More Information.** We sincerely regret any inconvenience or concern caused by this incident. If you have further questions or concerns, or would like an alternative to enrolling online, please call [Experian TFN] toll-free [call center hours of operation] (excluding major U.S. holidays). Be prepared to provide your engagement number [B#####].

Sincerely,



Mark Godbey  
Godbey Law LLC

\* Offline members will be eligible to call for additional reports quarterly after enrolling.

\*\* The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.