

Secure Processing Center P.O. Box 3826 Suwanee, GA 30024

Postal Endorsement Line

<<Full Name>>

<< Address 1>>

<<Address 2>>

<< Address 3>>

<<Citv>>, <<State>> <<Zip>>

<<Country>>

\*\*\*Postal IMB Barcode

<Date>

<< VAR DATA 2 - NOTICE OF DATA INCIDENT>>

Dear << Full Name>>,

Hudson Technologies, Inc. writes to notify you of an incident that may have involved some of your information as described below. We take the privacy of information in our care seriously and while we have no evidence that any information has been misused, we are providing you with information about the incident, our response, and steps you can take to protect your information.

What Happened: We recently identified suspicious activity related to an employee email account. Upon discovery, we took immediate action to address and investigate the incident, including performing a password reset and engaging third-party specialists to assist in conducting a full investigation. The investigation ultimately determined that an employee email account was accessed by an unauthorized person between January 28, 2024, and February 9, 2024. The investigation was unable to determine which, if any, emails and attachments from the email account may have been accessed by the unauthorized person. Therefore, we began a thorough review of contents of the account to identify the type of information potentially at risk and to whom that information related. On May 22, 2024, we learned your information was present within the affected account and worked to confirm address information to provide you with this notification as soon as possible.

<u>What Information Was Involved</u>: The information identified as potentially at risk included your first and last name, in combination with the following data elements: << Data Elements>>.

<u>What We Are Doing</u>: We have taken the steps necessary to address the incident and are committed to fully protecting the information that you have entrusted to us. Upon learning of this incident, we immediately took the steps outlined above to secure Hudson Technologies accounts and fully investigate the matter. Additionally, we are providing you access to 12 months of credit monitoring and identity protection services.

What You Can Do: We recommend that you remain vigilant against incidents of identity theft and fraud by reviewing your credit reports/account statements for suspicious activity and to detect errors. If you discover any suspicious or unusual activity on your accounts, please promptly contact the financial institution or company. We have provided additional information below, which contains more information about steps you can take to help protect yourself against fraud and identity theft should you feel it appropriate to do so.

<u>For More Information</u>: Should you have any questions or concerns regarding this incident, please contact our dedicated assistance line at 888-244-3124, Monday through Friday from 9:00 a.m. to 9:00 p.m. Eastern Time (excluding major U.S. holidays).

Sincerely,

Hudson Technologies, Inc.

## STEPS YOU CAN TAKE TO HELP PROTECT YOUR INFORMATION

## **Enroll in Identity Defense Complete**

**Enrollment Instructions** 

To enroll in Identity Defense, visit app.identitydefense.com/enrollment/activate/hud

- 1. Enter your unique Activation Code << Activation Code>> Enter your Activation Code and click 'Redeem Code'.
- 2. Create Your Account
  - Enter your email address, create your password, and click 'Create Account'.
- 3. Register
  - Enter your legal name, home address, phone number, date of birth, Social Security Number, and click 'Complete Account'.
- 4. Complete Activation
  - Click 'Continue to Dashboard' to finish enrolling.

The deadline to enroll is <<Enrollment Deadline>>. After <<Enrollment Deadline>>, the enrollment process will close, and your Identity Defense code will no longer be active. If you do not enroll by <<Enrollment Deadline>>, you will not be able to take advantage of Identity Defense, so please enroll before the deadline.

If you need assistance with the enrollment process or have questions regarding Identity Defense, please call Identity Defense directly at 1.866.622.9303.

## **Monitor Your Accounts**

We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your credit reports/account statements for suspicious activity and to detect errors. Under U.S. law, you are entitled to one free credit report annually from each of the three major credit reporting bureaus, TransUnion, Experian, and Equifax. To order your free credit report, visit <a href="https://www.annualcreditreport.com">www.annualcreditreport.com</a> or call 1-877-322-8228. Once you receive your credit report, review it for discrepancies and identify any accounts you did not open or inquiries from creditors that you did not authorize. If you have questions or notice incorrect information, contact the credit reporting bureau.

You have the right to place an initial or extended fraud alert on a credit file at no cost. An initial fraud alert is a one-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any of the three credit reporting bureaus listed below.

As an alternative to a fraud alert, you have the right to place a credit freeze on a credit report, which will prohibit a credit bureau from releasing information in the credit report without your express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a credit freeze, you will need to provide the following information:

- 1. Full name (including middle initial as well as Jr., Sr., III, etc.);
- 2. Social Security number;
- 3. Date of birth;
- 4. Address for the prior two to five years;
- 5. Proof of current address, such as a current utility or telephone bill;
- 6. A legible photocopy of a government-issued identification card (e.g., state driver's license or identification card); and
- 7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft, if you are a victim of identity theft.

Should you wish to place a fraud alert or credit freeze, please contact the three major credit reporting bureaus listed below:

TransUnion **Experian Equifax** 1-800-680-7289 1-888-397-3742 1-888-298-0045 www.transunion.com www.experian.com www.equifax.com **Equifax Fraud Alert TransUnion Fraud Alert Experian Fraud Alert** P.O. Box 2000 P.O. Box 9554 P.O. Box 105069 Chester, PA 19016-2000 Allen, TX 75013 Atlanta, GA 30348-5069 **Equifax Credit Freeze Experian Credit Freeze TransUnion Credit Freeze** P.O. Box 160 P.O. Box 9554 P.O. Box 105788 Woodlyn, PA 19094 Allen, TX 75013 Atlanta, GA 30348-5788

## **Additional Information**

You can further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the credit reporting bureaus, the Federal Trade Commission (FTC), or your state Attorney General. The FTC also encourages those who discover that their information has been misused to file a complaint with them. The FTC may be reached at 600 Pennsylvania Ave. NW, Washington, D.C. 20580; <a href="https://www.identitytheft.gov">www.identitytheft.gov</a>; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261.

You have the right to file a police report if you 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, your state Attorney General, and the FTC.

For Maryland residents, the Maryland Attorney General may be contacted at 200 St. Paul Place, 16<sup>th</sup> Floor, Baltimore, MD 21202; 1-888-743-0023; and <a href="https://www.marylandattorneygeneral.gov">https://www.marylandattorneygeneral.gov</a>. Hudson Technologies, Inc. may also be contacted at 300 Tice Boulevard, Suite 290, Second Floor Woodcliff Lake, NJ 07677.

For New Mexico residents, you have rights pursuant to the Fair Credit Reporting Act, such as the right to be told if information in your credit file has been used against you, the right to know what is in your credit file, the right to ask for your credit score, and the right to dispute incomplete or inaccurate information. Further, pursuant to the Fair Credit Reporting Act: (i) the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; (ii) the consumer reporting agencies may not report outdated negative information; (iii) access to your file is limited; (iv) you must give consent for credit reports to be provided to employers; (v) you may limit "prescreened" offers of credit and insurance you get based on information in your credit report; (vi) and you may seek damages from violators. You may have additional rights under the Fair Credit Reporting Act not summarized here. Identity theft victims and active-duty military personnel have specific additional rights pursuant to the Fair Credit Reporting Act by visiting https://files.consumerfinance.gov/f/201504 cfpb summary your-rights-under-fcra.pdf, or by writing Consumer Response Center, Room 130-A, FTC, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

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 <a href="https://ag.ny.gov">https://ag.ny.gov</a>.

For North Carolina residents, the North Carolina Attorney General may be contacted at 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and <a href="www.ncdoj.gov">www.ncdoj.gov</a>.

For Rhode Island residents, the Rhode Island Attorney General may be contacted at 150 South Main Street, Providence, RI 02903; 1-401-274-4400; and <a href="www.riag.ri.gov">www.riag.ri.gov</a>. Under Rhode Island law, you have the right to obtain any police report filed in regard to this incident. There are <<RI#>>> Rhode Island residents impacted by this incident.

For Washington, D.C. residents, the District of Columbia Attorney General may be contacted at 400 6<sup>th</sup> Street NW, Washington, D.C. 20001; 202-442-9828, and <a href="https://oag.dc.gov/consumer-protection">https://oag.dc.gov/consumer-protection</a>. Hudson Technologies, Inc. may also be contacted at 300 Tice Boulevard, Suite 290, Second Floor Woodcliff Lake, NJ 07677.