

May 29, 2020

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ANYTOWN, US 12345-6789



RE: Notice of Data Breach

Dear Sample A Sample:

Rogue & Co., LLC (“R+Co”) is writing to notify you of a recent incident that may impact some of your personal information. R+Co is advising you of our investigation and the steps we have taken in response to this incident. R+Co is also providing you with information regarding steps you can take to protect your personal information should you feel it is appropriate to do so.

***What Happened?*** On March 16, 2020, R+Co identified suspicious activity on its website ([www.randco.com](http://www.randco.com)) and immediately initiated an investigation into the incident. As part of the investigation, which was conducted with the assistance of a third-party forensic specialist, it was determined that a malicious script was present on the website from March 6<sup>th</sup> to March 16<sup>th</sup>. The malicious script had the ability to access payment card information entered onto the website. Therefore, R+Co is notifying anyone who made a payment card transaction on its website while the script was present.

***What Information Was Involved?*** R+Co cannot state with certainty that your information was accessed, however the information that was potentially subject to unauthorized access includes your name, address and payment card data (account number, card expiration date and security code.)

***What We Are Doing.*** You are being notified because your personal information may have been subject to unauthorized access. We take the privacy and protection of personal information very seriously. As soon as we discovered the incident, we immediately took steps to address it, including working with computer forensic specialists to determine the full nature and scope of the incident.

As an added precaution, R+Co is also offering you access to 12 months of complimentary credit monitoring and identity protection services through Experian. The cost of this service will be paid for by R+Co. Instructions on how to enroll in the credit monitoring and identity protection services can be found in the enclosed *Information about Identity Theft Protection*.



***What You Can Do.*** You can enroll to receive the free credit monitoring and identity restoration services being provided by R+Co. We also recommend that you review your credit and debit card account statements to determine if there are any discrepancies or unusual activity listed. If you see anything you do not understand or that looks suspicious, or if you suspect that any fraudulent transactions have taken place, you should call the bank that issued the credit or debit card immediately to report the issue.

***For More Information.*** We understand that you may have questions about the incident that are not addressed in this letter. If you have additional questions, or need assistance, please call (855) 919-2743, Monday through Friday from 9:00 am to 9:00 pm, or Saturday and Sunday from 11:00 am to 8:00 pm, Eastern Time.

We apologize for any concern or inconvenience this may have caused you.

Sincerely,

*Mallory Capasso*

Mallory Capasso  
Corporate Counsel  
Rogue & Co., LLC

## **Information about Identity Theft Protection**

To help protect your identity, we are offering a complimentary 1-year membership of Experian's® IdentityWorks<sup>SM</sup>. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you enroll by: August 31, 2020 (Your code will not work after this date.)
- Visit the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/credit>
- Provide your activation code: **ABCDEFGHI**

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at **(855) 919-2743** by August 31, 2020. Be prepared to provide engagement number DB20028 as proof of eligibility for the identity restoration services by Experian.

**Monitor Your Accounts.** R+Co reminds you to always remain vigilant against incidents of identity theft, to review your account statements, and to monitor your credit reports and explanation of benefits forms for suspicious activity. Under U.S. law you are entitled to one free credit report annually from each of the three major credit reporting bureaus. To order your free credit report, visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call, toll-free, 1-877-322-8228. You may also contact the three major credit bureaus directly to request a free copy of your credit report.

You have the right to place a "security freeze" on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security 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 security freeze to take control over who gets access to the personal and financial information in your credit report 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 security freeze on your credit report. Should you wish to place a security freeze, please contact the major consumer reporting agencies listed below:

**TransUnion**  
P.O. Box 2000  
Chester, PA 19106  
1-800-680-7289  
[www.transunion.com/credit-freeze](http://www.transunion.com/credit-freeze)

**Experian**  
P.O. Box 2002  
Allen, TX 75013  
1-888-397-3742  
[www.experian.com/freeze/center.html](http://www.experian.com/freeze/center.html)

**Equifax**  
P.O. Box 105069  
Atlanta, GA 30348  
1-888-766-0008  
[www.equifax.com/personal/credit-report-services](http://www.equifax.com/personal/credit-report-services)

In order to request a security freeze, you will need to provide the following information:

1. Your full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. If you have moved in the past five (5) years, provide the addresses where you have lived over the prior five years;
5. Proof of current address, such as a current utility bill or telephone bill;

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6. A legible photocopy of a government-issued identification card (state driver's license or ID card, military identification, etc.);
7. If you are a victim of identity theft, include a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft;

The credit reporting agencies have one (1) to three (3) business days after receiving your request to place a security freeze on your credit file report, based upon the method of the request. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with the process by which you may remove the security freeze, including an authentication mechanism. Upon receiving a direct request from you to remove a security freeze and upon receiving proper identification from you, the consumer reporting agency shall remove a security freeze within one (1) hour after receiving the request by telephone for removal or within three (3) business days after receiving the request by mail for removal.

As an alternative to a security freeze, you have the right to place an initial or extended "fraud alert" on your file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, 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, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the agencies listed below:

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| <b>TransUnion</b>  | <b>Experian</b>  | <b>Equifax</b>   |
| P.O. Box 2000  | P.O. Box 2002  | P.O. Box 105069  |
| Chester, PA 19106  | Allen, TX 75013  | Atlanta, GA 30348  |
| 1-800-680-7289   | 1-888-397-3742   | 1-888-766-0008   |
| <a href="http://www.transunion.com/fraud-victim-resource/place-fraud-alert">www.transunion.com/fraud-victim-resource/place-fraud-alert</a> | <a href="http://www.experian.com/fraud/center.html">www.experian.com/fraud/center.html</a> | <a href="http://www.equifax.com/personal/credit-report-services">www.equifax.com/personal/credit-report-services</a> |

You can also further educate yourself regarding identity theft, fraud alerts, security freezes, and the steps you can take to protect yourself, by contacting the consumer reporting agencies, your state Attorney General, or the Federal Trade Commission (FTC). The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; [www.identitytheft.gov](http://www.identitytheft.gov); 1-877-ID-THEFT (877-438-4338); and TTY: 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 also obtain further information on how to file such a complaint by way of the contact information listed above. Instances of known or suspected identity theft should be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

**For residents of Maryland:** You may also obtain information about preventing and avoiding identity theft from the Maryland Office of the Attorney General: Maryland Office of the Attorney General, Consumer Protection Division 200 St. Paul Place, Baltimore, MD 21202, 1-888-743-0023, [www.oag.state.md.us](http://www.oag.state.md.us)

**For residents of North Carolina:** You may also obtain information about preventing and avoiding identity theft from North Carolina Attorney General's Office: North Carolina Attorney General's Office, Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-877-5-NO-SCAM, [www.ncdoj.gov](http://www.ncdoj.gov)

**For residents of New Mexico:** 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, the consumer reporting agencies must correct or delete inaccurate, incomplete or unverifiable information; consumer reporting agencies may not report outdated negative information; access to your file is limited; you must give your consent for credit reports to be provided to employers; you may limit “prescreened” offers of credit and insurance you get based on information in your credit report; and you may seek damages from violator. 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. We encourage you to review your rights pursuant to the Fair Credit Reporting Act by visiting [www.consumerfinance.gov/f/201504\\_cfpb\\_summary\\_your-rights-under-fcra.pdf](http://www.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf), or by writing Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

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

**For residents of Rhode Island:** The Rhode Island Attorney General can be reached at: 150 South Main Street, Providence, Rhode Island 02903; [www.riag.ri.gov](http://www.riag.ri.gov), 1-401-274-4400. Under Rhode Island law, you have the right to obtain any police report filed in regard to this incident. There are seven Rhode Island residents impacted by this incident.

