

IDX
P.O. Box 1907
Suwanee, GA 30024



Columbus City Schools
270 E. State St.
Columbus, OH 43215

<<First Name>> <<Last Name>>
<<Address 1>> <<Address 2>>
<<City>>, <<State>> <<Zip Code>>

October 15, 2020

Re: Notice of Data Security Incident

Dear <<First Name>> <<Last Name>>,

I am writing to inform you of a data security incident that involved your personal information. At Columbus City Schools ("CCS"), we take the privacy and security of your information very seriously. This is why I am notifying you of the incident, offering you credit monitoring and identity monitoring services, and informing you about steps you can take to help protect your personal information. This letter is being sent by IDX on behalf of Columbus City Schools.

What Happened? On May 1, 2020, CCS learned that an employee email account was accessed without authorization. Upon discovering this incident, CCS immediately disabled the unauthorized access and launched an investigation. We also engaged a digital forensics firm to assist with the investigation and to determine whether any personal information may have been accessed. On September 6, 2020, the investigation determined that your information was in the email account.

What Information Was Involved? The information included your name and Social Security number.

What Are We Doing? As soon as we discovered the incident, we took the steps described above. In addition, we are providing you with information about steps you can take to help protect your personal information. We are also working with IDX to offer you free credit monitoring and identify protection services for 12 months. IDX (<https://www.idx.us>) is a data breach and recovery services company that will help you resolve issues if your identity is compromised.

What You Can Do: You can follow the recommendations included with this letter to protect your personal information. We strongly encourage you to enroll in the credit monitoring and identity protection services offered by IDX. To enroll, please visit the IDX enrollment page at <https://app.idx.us/account-creation/protect> or call 1-833-752-0867 with the following enrollment code: <<Enrollment Code>>. If you are enrolling online, this will be a two-step process. You will first set up your login credentials and enter your unique enrollment code. After submitting this information, you will receive an email with a link to complete the initial account activation. Note that to receive credit monitoring services, you must be over the age of 18, have established credit in the U.S., have a Social Security number in your name, and have a U.S. residential address associated with your credit file. Please note you must enroll by January 15, 2021. If you have questions or need assistance with this process, please call IDX at 1-833-752-0867.

For More Information: If you have any questions about this letter, please contact IDX at 1-833-752-0867. Please accept our sincere apologies and know that we deeply regret any worry or inconvenience that this may cause you.

Sincerely,

A handwritten signature in cursive script that reads "Wanda T. Lillis".

Wanda Lillis
Associate Counsel
Columbus City Schools

Steps You Can Take to Further Protect Your Information

Review Your Account Statements and Notify Law Enforcement of Suspicious Activity: As a precautionary measure, we recommend that you remain vigilant by reviewing your account statements and credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained. You also should promptly report any fraudulent activity or any suspected incidence of identity theft to proper law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (FTC).

Copy of Credit Report: You may obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months by visiting <http://www.annualcreditreport.com/>, calling toll-free 877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print this form at <https://www.annualcreditreport.com/cra/requestformfinal.pdf>. You also can contact one of the following three national credit reporting agencies:

TransUnion P.O. Box 1000 Chester, PA 19016 1-800-916-8800 www.transunion.com	Experian P.O. Box 9532 Allen, TX 75013 1-888-397-3742 www.experian.com	Equifax P.O. Box 105851 Atlanta, GA 30348 1-800-525-6285 www.equifax.com	Free Annual Report P.O. Box 105281 Atlanta, GA 30348 1-877-322-8228 annualcreditreport.com
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Fraud Alert: You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any accounts in your name. To place a fraud alert on your credit report, contact any of the three credit reporting agencies identified above. Additional information is available at <http://www.annualcreditreport.com>.

Security Freeze: Under U.S. law, you have the right to put a security freeze on your credit file for up to one year at no cost. This will prevent new credit from being opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A security freeze is designed to prevent potential creditors from accessing your credit report without your consent. As a result, using a security freeze may interfere with or delay your ability to obtain credit. You must separately place a security freeze on your credit file with each credit reporting agency. In order to place a security freeze, you may be required to provide the consumer reporting agency with information that identifies you including your full name, Social Security number, date of birth, current and previous addresses, a copy of your state-issued identification card, and a recent utility bill, bank statement or insurance statement.

Additional Free Resources: You can obtain information from the consumer reporting agencies, the FTC or from your respective state Attorney General about fraud alerts, security freezes, and steps you can take toward preventing identity theft. You may report suspected identity theft to local law enforcement, including to the FTC or to the Attorney General in your state.

Federal Trade Commission
600 Pennsylvania Ave, NW
Washington, DC 20580
consumer.ftc.gov, and
www.ftc.gov/idtheft
1-877-438-4338

You also have certain rights under the Fair Credit Reporting Act (FCRA): These rights include to know what is in your file; to dispute incomplete or inaccurate information; to have consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information, as well as others. For more information about the FCRA, and your rights pursuant to the FCRA, please visit http://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf