<**Variable Logo**>> P.O Box 989728 West Sacramento, CA 95798-9728

<<First Name>> <<Last Name>> <<Address1>> <<Address2>> <<City>>, <<State>> <<Zip>>

December 16, 2021

## **Re: <<Variable Header>>**

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

This letter is to provide you with information about a data security incident that may have affected your payment card information. The privacy and security of your personal information is extremely important to us as we very much appreciate your business and your confidence in us. We are sending this letter to notify you of the incident, to provide you with information about the nature of the incident, and the steps you can now take to protect your personal information.

What Happened. On October 15, 2021, <<Entity>> Warehouse, LLC ("<<Entity>> Warehouse") we became aware of a potential data security incident. We immediately began an internal investigation and engaged an independent computer forensics firm to determine whether any personal information was affected in the incident. The investigation has been extensive, requiring the analysis of a substantial amount of digital evidence. On November 6, 2021, the investigation determined that payment card information was obtained without authorization on October 1, 2021. On November 29, 2021, the investigation determined that your payment card information may have been affected during the incident.

What Information Was Involved. The incident may have involved payment card information, including your name, address, payment card number <<Last 4 Digits>>>, expiration date, and payment card security code.

What We Are Doing. We took the measures referenced above, and reported the incident to the payment card brands in an attempt to prevent fraudulent activity on the affected accounts. We also reported the incident to law enforcement and will provide whatever cooperation is necessary to hold the perpetrators accountable. We have also worked closely with the digital forensics firm to enhance the security of our sites to facilitate safe and secure transactions.

What You Can Do. Receiving this letter does not mean that you are the victim of identity theft. We strongly recommend, however, that you take the steps referenced on the following page to protect your personal information.

**For More Information.** If you have questions or need assistance, please never hesitate to call (833) 381-2293, Monday through Friday from 9 a.m. to 9 p.m. Eastern Time.

We sincerely apologize for this incident. We value you, your personal information, and your continued business.

Sincerely,

Mark Sczbecki Co-Owner <<<u>Entity</u>>> Warehouse, LLC

1295 Bluegrass Lakes Parkway Alpharetta, Georgia 30004

## Steps You Can Take to Protect Your Personal 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 payment card account statements. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company that issued the payment card or with whom 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 <u>http://www.annualcreditreport.com/</u>, calling toll-free 1-877-322-8228, 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 also can contact one of the following three national credit reporting agencies:

Equifax	Experian	TransUnion
P.O. Box 105851	P.O. Box 9532	P.O. Box 1000
Atlanta, GA 30348	Allen, TX 75013	Chester, PA 19016
1-800-525-6285	1-888-397-3742	1-800-916-8800
www.equifax.com	www.experian.com	www.transunion.com

**Fraud Alert:** Although the theft of payment card information should not affect access to credit, as a normal preventive practice, 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 one year. 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 <u>http://www.annualcreditreport.com</u>.

**Security Freeze:** 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 <u>www.ftc.gov/idtheft</u> 1-877-438-4338

North Carolina Attorney General 9001 Mail Service Center Raleigh, NC 27699 <u>ncdoj.gov</u> 1-877-566-7226

## Maryland Attorney General 200 St. Paul Place Baltimore, MD 21202 <u>oag.state.md.us</u> 1-888-743-0023

Rhode Island Attorney General 150 South Main Street Providence, RI 02903 <u>http://www.riag.ri.gov</u> 1-401-274-4400 New York Attorney General Bureau of Internet and Technology Resources 28 Liberty Street New York, NY 10005 1-212-416-8433

Washington D.C. Attorney General 441 4th Street, NW Washington, DC 20001 <u>oag.dc.gov</u> 1-202-727-3400

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 other rights. For more information about the FCRA, and your rights pursuant to the FCRA, please visit <u>https://www.consumer.ftc.gov/articles/pdf-0096-fair-credit-reporting</u>-act.pdf.