

# YOUR LOGO HERE

<<FirstName>> <<LastName>>

<<Date>> (Format: Month Day, Year)

<<Address1>>

<<Address2>>

<<City>>, <<State>> <<Zip Code>>

## Notice of Data Incident

Dear <<FirstName>> <<LastName>>,

We are writing to tell you about a data security incident that may have exposed some of your personal information and to provide you with steps you can take to protect your identity. We take the protection and proper use of your information very seriously. This incident was publicly announced by Belden, Inc. ("Belden") on November 24, 2020. We are contacting you directly to explain the circumstances of the incident.

### What happened?

On November 18, 2020, Grass Valley USA, LLC and its worldwide affiliates ("Grass Valley") were made aware of a data security incident affecting its former owners, the Belden group. Grass Valley was owned by Belden until July 2020. Belden continues to provide IT, HR and other services for Grass Valley pursuant to the terms of Grass Valley's divestiture. On the evening of November 12, 2020, Belden IT professionals detected unusual activity involving certain company servers. Belden has reported to Grass Valley that upon detection of this activity, Belden immediately triggered its cybersecurity incident response plan, deployed teams of internal IT specialists, and engaged leading third-party cybersecurity forensic experts and other advisors to identify the scope of the incident and move quickly to mitigate the impact. According to Belden, forensics experts determined that Belden was the target of a sophisticated attack by a party outside the company. We understand that Belden learned on or about November 15, 2020 that the outside party accessed servers that contained, among other things, personal information of various individuals. Belden informed Grass Valley upon becoming aware that Grass Valley's current and some former employees were affected by the incident.

### What information was involved?

Belden has informed Grass Valley that the personal information involved in this incident may have included your name, birthdate, government-issued identification numbers (for example, social security number), bank account information (for North American employees on Belden/Grass Valley payroll), home addresses, email addresses and other general employment-related information.

### What we are doing?

The Grass Valley Senior Leadership Team has been working closely with Belden on your behalf. While Belden's investigation continues, Belden has informed us that it believes that it has stopped further unauthorized access of personal data on its servers. Belden is also working with regulatory and law enforcement officials, including the F.B.I. and Department of Homeland Security, to investigate the matter and we have engaged legal counsel to help us notify appropriate regulatory authorities. In addition, Belden has informed us that it is continuously monitoring for any suspicious activity on its systems that may impact Grass Valley employees and has deployed additional resources to reinforce the security of its systems.

To help relieve concerns and attempt to mitigate the consequences of this incident on affected individuals, Belden is offering a complimentary twenty-four month membership of Experian IdentityWorks<sup>SM</sup> Credit 3B. This product helps detect possible misuse of your personal information and provides you with identity protection services focused on immediate identification and resolution of identity theft. IdentityWorks Credit 3B is completely free to you and enrolling in this program will not hurt your credit score. Activate IdentityWorks Credit 3B now in Three Easy Steps:

1. ENROLL by: **[Date]** (Your code will not work after this date.)
2. VISIT the **Experian IdentityWorks website** to enroll: **[URL]**
3. PROVIDE the **Activation Code**: **[Code]**

For more information on identity theft prevention and IdentityWorks Credit 3B, including instructions on how to activate your complimentary twenty-four month membership, please see the additional information provided in this letter. Please note that services will only be activated if you visit the website listed above and sign up using the membership number provided in this letter.

**What you can do?**

Please review the enclosed “Additional Resources” section included with this letter. This section describes additional steps you can take to help protect yourself, including recommendations by the Federal Trade Commission regarding identity theft protection and details on how to place a fraud alert or a security freeze on your credit file.

**For more information.**

If you have questions, please call **1-???-???-????**, Monday through Friday from **8:00 a.m. to 5:30 p.m. Central Time**. Please have your membership number ready.

Protecting your information is important to us. We hope that the services Belden is offering are helpful and demonstrate our continued commitment to your security and satisfaction.

Sincerely,

Tim Ordaz

Chief Information Officer

## ADDITIONAL RESOURCES

### Contact information for the three nationwide credit reporting agencies:

**Equifax**, PO Box 740241, Atlanta, GA 30374, [www.equifax.com](http://www.equifax.com), 1-800-685-1111

**Experian**, PO Box 2104, Allen, TX 75013, [www.experian.com](http://www.experian.com), 1-888-397-3742

**TransUnion**, PO Box 2000, Chester, PA 119016, [www.transunion.com](http://www.transunion.com), 1-800-888-4213

**Free Credit Report.** It is recommended that you remain vigilant by reviewing account statements and monitoring your credit report for unauthorized activity, especially activity that may indicate fraud and identity theft. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting agencies.

To order your annual free credit report please visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call toll free at **1-877-322-8228**.

You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available from the U.S. Federal Trade Commission's ("FTC") website at [www.consumer.ftc.gov](http://www.consumer.ftc.gov)) to:

Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281.

**For Colorado, Georgia, Maine, Maryland, Massachusetts, New Jersey, Puerto Rico, and Vermont residents:** You may obtain one or more (depending on the state) additional copies of your credit report, free of charge. You must contact each of the credit reporting agencies directly to obtain such additional report(s).

**Fraud Alerts.** There are two types of fraud alerts you can place on your credit report to put your creditors on notice that you may be a victim of fraud—an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least one year. You may have an extended alert placed on your credit report if you have already been a victim of identity theft and you have the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies.

**Security Freeze.** You have the ability to place a security freeze, also known as a credit freeze, on your credit report free of charge.

A security freeze is intended to prevent credit, loans and services from being approved in your name without your consent. To place a security freeze on your credit report, you may use an online process, an automated telephone line, or submit a written request to any of the three credit reporting agencies listed above. The following information must be included when requesting a security freeze (note that, if you are requesting a credit report for your spouse, this information must be provided for him/her as well): (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past 5 years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, and display your name, current mailing address, and the date of issue.

**Federal Trade Commission and State Attorneys General Offices.** If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Attorney General's office in your home state. You may also contact these agencies for information on how to prevent or minimize the risks of identity theft.

You may contact the **Federal Trade Commission**, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, [www.ftc.gov/bcp/edu/microsites/idtheft/](http://www.ftc.gov/bcp/edu/microsites/idtheft/), 1-877-IDTHEFT (438-4338).

**For District of Columbia residents:** The Attorney General may be contacted at: Office of the Attorney General for the District of Columbia, 400 6th Street, NW, Washington, DC 20001, Phone: (202) 727-3400, Email: [oag@dc.gov](mailto:oag@dc.gov).

**For Maryland residents:** You may contact the Maryland Office of the Attorney General, Consumer Protection Division, 200 St. Paul Place, Baltimore, MD 21202, [www.oag.state.md.us](http://www.oag.state.md.us), 1-888-743-0023.

**For North Carolina residents:** You may contact the North Carolina Office of the Attorney General, Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001, [www.ncdoj.gov](http://www.ncdoj.gov), 1-877-566-7226.

**For New York residents:** 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 Connecticut residents:** You may contact the Connecticut Office of the Attorney General, 165 Capitol Avenue, Hartford, CT 06106, 1-860-808-5318, [www.ct.gov/ag](http://www.ct.gov/ag).

**For Massachusetts residents:** You may contact the Office of the Massachusetts Attorney General, 1 Ashburton Place, Boston, MA 02108, 1-617-727-8400, [www.mass.gov/ago/contact-us.html](http://www.mass.gov/ago/contact-us.html)

### Reporting of identity theft and obtaining a police report.

**For Iowa residents:** You are advised to report any suspected identity theft to law enforcement or to the Iowa Attorney General.

**For Massachusetts residents:** You have the right to obtain a police report if you are a victim of identity theft.

**For Oregon residents:** You are advised to report any suspected identity theft to law enforcement, the Federal Trade Commission, and the Oregon Attorney General.

## ADDITIONAL INFORMATION CONCERNING IDENTITYWORKS CREDIT 3B

To help protect your identity, we are offering a **complimentary** twenty-four month membership of Experian IdentityWorks<sup>SM</sup> Credit 3B. This product helps detect possible misuse of your personal information and provides you with superior identity protection support focused on immediate identification and resolution of identity theft.

### Activate IdentityWorks Credit 3B Now in Three Easy Steps

1. ENROLL by: **[Date]** (Your code will not work after this date.)
2. VISIT the **Experian IdentityWorks website** to enroll: **[URL]**
3. PROVIDE the **Activation Code**: **[Code]**

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 877-288-8057. Be prepared to provide engagement number **[engagement number]** as proof of eligibility for the identity restoration services by Experian.

### ADDITIONAL DETAILS REGARDING YOUR 24-MONTH EXPERIAN IDENTITYWORKS CREDIT 3B MEMBERSHIP:

A credit card is **not** required for enrollment in Experian IdentityWorks Credit 3B.

You can contact Experian **immediately without needing to enroll in the product** regarding any fraud issues. Identity Restoration specialists are available to help you address credit and non-credit related fraud.

Once you enroll in Experian IdentityWorks, you will have access to the following additional features:

- **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, Equifax and Transunion files for indicators of fraud.
- **Experian IdentityWorks ExtendCARE<sup>TM</sup>:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance<sup>\*\*</sup>:** Provides coverage for certain costs and unauthorized electronic fund transfers.

Activate your membership today at **[URL]**

or call **877-288-8057** to register with the activation code above.

**What you can do to protect your information:** There are additional actions you can consider taking to reduce the chances of identity theft or fraud on your account(s). Please refer to [www.ExperianIDWorks.com/restoration](http://www.ExperianIDWorks.com/restoration) for this information. If you have any questions about IdentityWorks, need help understanding something on your credit report or suspect that an item on your credit report may be fraudulent, please contact Experian's customer care team at 877-288-8057.

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

\*\* Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.