



Applications Software Technology LLC

California Department of Justice
Office of the Attorney General
600 W Broadway UNIT 1800,
San Diego, CA 92101
March 30, 2020

NOTICE OF DATA BREACH

What Happened?

On or about March 9, 2020, an unknown third party accessed employee payroll information after having gained access to an employee's email address. The third party was able to set up rules in the employee's email that diverted the employee's email messages to the third party. We wanted to inform you about this incident as soon as possible to allow you to take precautionary steps to further protect your personal information.

What Information Was Involved?

This incident involved your 2019 W-2 and associated information.

What We Are Doing.

We have completed full scans of company systems to identify malware and other threats to all employees in the U.S. We have determined that this incident was isolated to just one individual's network. Two-factor authentication was immediately implemented for HR, accounting, and our company executive team. We are in the process of rolling out two-factor authentication for all employees. We have also engaged an outside IT consultant, CORE BTS, to provide a full vulnerability assessment and recommendations concerning our systems.

We are happy to provide you with LifeLock Defender™ Preferred identity theft prevention and mitigation services at no cost to you for a period of 12 months. Please customer service at 800-899-0180 to take advantage of this offer.

What You Can Do.

We recommend that you remain vigilant for incidents of fraud or identity theft. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company that maintains the account. We also advise you to report any fraudulent activity or suspected incidents of identity theft to proper law enforcement authorities and the Federal Trade Commission (FTC). To file a complaint with the FTC, go to www.identitytheft.gov or call 1-877-ID-THEFT (877-438-4338). Your complaint will be added to the FTC's Consumer Sentinel Network, where it will be accessible to law enforcers for their investigations.

Additionally, we advise you to periodically check your credit report. Even if you do not find any suspicious activity on your initial credit reports, the FTC recommends that you check your credit reports periodically. Thieves may hold stolen information to use at different times. Checking your credit reports periodically can help you spot problems and address them quickly. You can obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months at <http://www.annualcreditreport.com>, by calling the toll-free number 877-322-8228, or by



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completing an Annual Credit Report Request form and mailing it to Annual Credit Report Request Service at P.O. Box 105281, Atlanta, GA 30348. Alternatively, you may purchase a copy of your credit report by contacting one of three national credit reporting agencies. The contact information for all three major credit reporting agencies for the purpose of purchasing a copy of your credit report or for general inquiries is provided below:

Equifax
(800) 685-1111
www.equifax.com
P.O. Box 105788
Atlanta, GA 30348

Experian
(888) 397-3742
www.experian.com
P.O. Box 2002
Allen, TX 75013

TransUnion
(888) 909-8872
www.transunion.com
P.O. Box 1000
Chester, PA 19016

You may want to consider placing a fraud alert on your credit report or obtaining a free security freeze. An initial fraud alert is free and will stay on your credit file for at least 1 year. You can renew it after 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 or changing your existing accounts. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts. A security freeze will prevent potential lenders from accessing your credit report, and your credit report will only be accessible by unfreezing the account. To obtain more information on placing a fraud alert on your credit report or obtaining a security freeze, contact any of the three credit reporting agencies identified above or the FTC. Additional information is available at <http://www.annualcreditreport.com>.

Additional free resources on how to avoid identity theft are available from the FTC at <http://www.identitytheft.gov>, by phone at 877-ID-THEFT (877-438-4338), or by mail to Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, D.C. 20580. The IRS also provides free information that may be of help to you at www.IRS.gov/identitytheft.

Other Important Information.

This notification has not been delayed as a result of a law enforcement investigation.

For More Information.

We thank you for your patience and understanding in this unfortunate turn of events. For further information and assistance, or if you have any questions or concerns, please feel free to contact Dianna Sandeen at (630) 210-9724.

Sincerely,

Teresa Stanula
Vice President, Human Resources