

CA Collie Accountancy

Certified Public Accountant

Member American Institute of Certified Public Accountants
Member California Society of Certified Public Accountants

5/7/2019

NOTICE OF DATA BREACH

I am writing to inform you that personal information about you, or your business, may have been involved in a recent cyberattack on Collie Accountancy. This notice contains information about the incident that occurred, as well as services we are providing and additional steps you can take to protect yourself against any potential misuse of your personal information. We deeply regret that this incident occurred and take the security of information seriously.

WHAT HAPPENED. On April 18, 2019, our office was hit with Ransomware. We immediately launched an investigation. During the length of the attack, April 18th to April 20th, the perpetrators could have gained access to client's data. It does not appear that was the intent, but the possibility exists.

WHAT INFORMATION WAS INVOLVED. It is not known for sure, but there is a slim margin of possibility that any of the past tax information we have been a custodian of could have been accessible. This information may have included, for example, names, Social Security numbers, and financial information.

WHAT WE ARE DOING. We have engaged a local Managed Service Provider very familiar with security and compliance concerns. We have taken measures that we believe are designed to remove the cyber criminals' access to our systems, and we are monitoring for signs of further activity or compromise. We are also providing resources, explained in this letter, to help protect against potential misuse of your information.

WHAT YOU CAN DO. We are providing you with the following information about general steps that you can take to protect against potential misuse of your personal information.

Additionally, and as a precaution, we have arranged for you, at your option, to enroll in Identity Guard™, a complimentary one-year credit monitoring, dark web monitoring, and identity restoration service. You have until July 31, 2019 to activate the free, optional service. Activation details can be found attached to this notification.

You should always remain vigilant for incidents of fraud and identity theft by, for example, regularly reviewing your account statements and monitoring free credit reports. If you discover any suspicious or unusual activity on your accounts or suspect identity theft or fraud, be sure to report it immediately to your financial institutions.

In addition to signing-up for the complimentary credit monitoring we have secured for you, given the nature of the information potentially exposed, we recommend that you:

1. Change all bank account numbers that were provided to us, or at a minimum monitor all such bank activity. These would include direct deposit and electronic fund transfer account details or scanned copies of bank statements and form 1099's.

2. Consider placing a credit freeze on your accounts which will make it more difficult for someone to open an account. For more information: <https://www.consumer.ftc.gov/articles/0497-credit-freeze-faqs>
3. If you become a victim or suspect identity theft, file a complaint with the Federal Trade Commission at <https://identitytheft.gov> and law enforcement. The FTC also provides detailed and specific information about identity theft at their website, which we recommend you review.

In addition, you may contact the Federal Trade Commission (FTC) or law enforcement, including your state's Attorney General, to report incidents of identity theft or to learn about steps you can take to protect yourself from identity theft. To learn more, you can go to the FTC's website, at www.consumer.gov/idtheft, or call the FTC at (877) IDTHEFT (438-4338), or write to Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

You may also periodically obtain credit reports from each nationwide credit reporting agency. If you discover information on your credit report arising from a fraudulent transaction, you should request that the credit reporting agency delete that information from your credit report file. Under the federal Fair Credit Reporting Act (FCRA), you are entitled to one free copy of your credit report every twelve months from each of the three nationwide credit reporting agencies. You may obtain a free copy of your credit report by going to www.AnnualCreditReport.com or by calling (877) 322-8228. You may contact the nationwide credit reporting agencies at:

Equifax (800) 685-1111 P.O. Box 740241 Atlanta, GA 30374-0241 Equifax.com/personal/credit-report-services	Experian (888) 397-3742 P.O. Box 9701 Allen, TX 75013 Experian.com/help	TransUnion (888) 909-8872 Fraud Victim Assistance Division P.O. Box 2000 Chester, PA 19022 TransUnion.com/credit-help
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You also have other rights under the FCRA. For further information about your rights under the FCRA, please visit: http://files.consumerfinance.gov/f/201410_cfpb_summary_your-rights-under-fcra.pdf.

In addition, you may obtain additional information from the FTC and the credit reporting agencies about fraud alerts and security freezes. You can also add a fraud alert to your credit report file to help protect your credit information. A fraud alert can make it more difficult for someone to get credit in your name because it tells creditors to follow certain procedures to protect you, but it also may delay your ability to obtain credit. You may place a fraud alert in your file by calling just one of the three nationwide credit reporting agencies listed above. As soon as that agency processes your fraud alert, it will notify the other two agencies, which then must also place fraud alerts in your file. In addition, you can contact the nationwide credit reporting agencies at the following numbers to place a security freeze to restrict access to your credit report:

- (1)Equifax –(800) 685-1111
- (2)Experian –(888) 397-3742
- (3)TransUnion –(888) 909-8872

You will need to supply your name, address, date of birth, Social Security number and other personal information. After receiving your request, each credit reporting agency will send you a confirmation letter containing a unique PIN or password that you will need in order to lift or remove the freeze. You should keep the PIN or password in a safe place.

Please do not hesitate to contact us by calling at (949) 644-9383 if you have any questions or concerns.

Sincerely,

Donald C. Collie, CPA

Donald C. Collie, CPA

Individual Offer

COMPLIMENTARY SERVICE OFFER: At our expense, Collie Accountancy would like to offer you a free (1) year subscription to Identity Guard® Total Protection, a credit monitoring and identity theft protection service. Identity Guard Total Protection provides essential monitoring and protection of not only credit data, but also monitors Internet chat rooms and newsgroups and alerts you if your Social Security number, credit cards, and bank account numbers are found in unsecure online locations. This program is provided by Intersections Inc., a leading provider of consumer and corporate identity risk management services.

IDENTITY GUARD® TOTAL PROTECTION features include:

- SSN Monitoring
- Online "Black Market" Monitoring
- ID Verification Alerts
- Account Takeover Alerts
- Identity Theft Victim Assistance
- Lost Wallet Protection
- Daily 3-Bureau Credit Monitoring
- 3-Bureau Credit Reports (Quarterly)
- 3-Bureau Credit Scores* (Quarterly)
- Address Change Monitoring
- 3-Bureau Credit Analyzer
- \$1 Million Identity Theft Insurance**
- Account Access via Mobile App
- Public Record Monitoring
- PC Keyboard Encryption Software
- PC Antivirus Software

If you wish to take advantage of this monitoring service, you must enroll by July 31, 2019.

ENROLLMENT PROCEDURE: To activate this coverage please visit the Web site listed below and enter the redemption code. The redemption code is required for enrollment, and can only be used one time by the individual addressed.

Web Site: www.identityguard.com/enroll
Redemption Code: Please Call Collie Accountancy at 949-644-9383

In order to enroll, you will need to provide the following personal information:

- Mailing Address
- Phone Number
- Social Security Number
- Date of Birth
- E-mail Address
- Redemption Code

This service is complimentary; no method of payment will be collected during enrollment and there is no need to cancel. We apologize for any inconvenience and urge you to enroll today. If you have any further questions regarding this incident, please call Collie Accountancy at (949)644-9383.

Sincerely,

Donald Collie
Principle

**The scores you receive with Identity Guard® are provided for educational purposes to help you understand your credit. They are calculated using the information contained in your Equifax, Experian and TransUnion credit files. Lenders use many different credit scoring systems, and the scores you receive with Identity Guard are not the same scores used by lenders to evaluate your credit.*

Credit scores are provided by CreditXpert® based on data from the three major credit bureaus.

**Identity Theft Insurance underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. 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.



COMPLIMENTARY SERVICE OFFER: At our expense, Collie Accountancy would like to offer you a free 1 year subscription to Identity Guard® Total Protection®, a credit monitoring and identity theft protection service. Identity Guard provides essential monitoring and protection of not only credit data, but also monitors Internet chat rooms and newsgroups and alerts you if your Social Security number, credit cards, and bank account numbers are found in unsecure online locations. This program is provided by Intersections Inc. (NASDAQ: INTX), a leading provider of consumer and corporate identity risk management services.

Identity Guard® Total Protection® features include:

- Social Security Number Monitoring
- Online “Black Market” Monitoring
- Account Takeover Alerts
- Address Change Monitoring
- 3-Bureau Credit Monitoring
- 3-Bureau Credit Reports and Scores*
- \$1 Million Identity Theft Insurance**
- Public Records Monitoring
- Lost Wallet Protection
- And More

If you wish to take advantage of this monitoring service, you must enroll by July 31, 2019. To obtain the Redemption Code, please contact Collie Accountancy at 949-644-9383, then follow the Enrollment Procedure below.

ENROLLMENT PROCEDURE: To activate this coverage please visit the Web site listed below and enter the redemption code. The redemption code is required for enrollment, and can only be used one time by the individual addressed.

1. Website: www.identityguard.com/enroll
2. Redemption Code: Insert Code received from Collie Accountancy and click “Submit”
3. Complete the Identity Guard Total Protection® enrollment form. To see additional product features, click “Service Details.”

Additional Information for Family Plan:

4. Once the Primary member successfully enrolls, Identity Guard will send a unique activation link to the email address on file.
 5. Primary member must forward this email to the individual you wish to add to the service.
 6. The added member must complete the activation - the Primary member may not perform the activation.
 7. The Primary member will have the option to add up to 6 children to KID SURE child monitoring in the online member area.
- **Membership definitions:**
 - Primary Member – The first individual to enroll in the Identity Guard Plan.
 - Added Member – The individual adult in the same household invited by the Primary Member to activate the service.

In order to enroll, you will need to provide the following personal information:

- Mailing Address
- Social Security Number
- E-mail Address
- Phone Number
- Date of Birth
- Redemption Code

This service is complimentary; no method of payment will be collected during enrollment and there is no need to cancel. We apologize for any inconvenience and urge you to enroll today. If you have any further questions regarding this incident, please call Collie Accountancy at (949) 644-9383.

Sincerely,

Donald C. Collie, CPA

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Credit scores are provided by CreditXpert® based on data from the three major credit bureaus.



**Identity Theft Insurance underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. 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.