

Douglas M Smith & Co, CPAs  
2767 E. Shaw #102  
Fresno, CA 93730

[Date]

<FirstName> <LastName>  
<Address1>  
<Address2>  
<City><State><PostalCode+4>

### **NOTICE OF DATA BREACH**

Dear <FirstName> <LastName>,

#### **Please read this letter in its entirety.**

We are writing to provide you with a formal notification regarding a data incident that occurred at Douglas M. Smith & Co., CPAs in which your sensitive information was accessed by an unauthorized user. This letter serves to provide additional information concerning the incident, what is being done to correct it, and what you can do to further protect your information.

#### **What Happened?**

On February 23, 2026, we discovered that an unauthorized user had gained access to our third-party tax filing software and filed a fraudulent self-prepared tax return, external to our system, on your behalf. We currently do not believe that our network or third-party tax filing software were the source of the breach. We are providing you with notice so that you may be proactive in protecting your data.

Following discovery of the breach, we immediately began an investigation with the assistance of IT specialists to determine the full nature and scope of this incident. The investigation has recently concluded, and at this time, the investigation has shown that your sensitive personal information was likely accessible to the threat actor, but there is no indication of a mass transfer of data by the threat actor. Unfortunately, these types of incidents are becoming increasingly common and organizations with some of the most sophisticated IT infrastructure available continue to be affected.

We are taking appropriate precautionary measures to protect your financial security and to help alleviate concerns you may have. If we become aware of any further suspicious activity in connection with your tax returns, we will notify you immediately. Conversely, if you receive any notifications from the IRS concerning suspicious activity on your account, please notify us right away.

#### **What Information Was Involved?**

Our investigation has revealed that some sensitive information was accessed, such as your social security number, other government identification numbers, name, bank account information, and/or other sensitive information you may have also provided to us.

**What We Are Doing.**

In response to this incident, we have implemented additional security measures to further protect our network and reduce the risk of a similar incident occurring in the future. We have changed our EFIN and are constantly changing our passwords.

Further, we are working with the appropriate agencies on your behalf. The FTC, FBI, IRS, and Secret Service have been notified of this incident. This notification to you was not delayed as a result of law enforcement investigation.

If we learn that your sensitive information has been compromised beyond what is described in this letter, we will let you know immediately.

Additionally, we are committed to providing you with Credit Monitoring Services. These services will be provided by us at no cost to you for the next 12 months. To take advantage of these services, \_\_\_\_\_.

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We are taking this matter very seriously and are committed to helping those people who may have been impacted by this unfortunate situation.

**What You Can Do.**

If you have not done so already, please do the following:

**If you choose not to enroll in the Credit Monitoring services being offered by our office above, you can obtain Credit Monitoring by contacting one of the three major credit agencies directly at:**

Experian (1-888-397-3742)  
P.O. Box 4500  
Allen, TX 75013  
[www.experian.com](http://www.experian.com)

Equifax (1-800-525-6285)  
P.O. Box 740241  
Atlanta, GA 30374  
[www.equifax.com](http://www.equifax.com)

TransUnion (1-800-680-7289)  
P.O. Box 2000  
Chester, PA 19016  
[www.transunion.com](http://www.transunion.com)

- Obtain free copies of your credit report and monitor them upon receipt for any suspicious activity.
- Contact any of these three major credit bureaus to place a free fraud alert on your credit file. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts. The initial fraud alert stays on the credit report for one year, after which you can renew if desired.
- Be sure to promptly report any suspicious activity to Jasman S. Khosa, CPA

- We strongly suggest you contact the IRS about getting an Identity Protection PIN to use with your Social Security Number for heightened security. You can do this by going to

<https://www.irs.gov/identity-theft-fraud-scams/get-an-identity-protection-pin>. The initial process to register for the PIN will only take about 10-15 minutes.

- Remember, the IRS will never call you on the phone to demand information, money, or threaten you with arrest. Any IRS correspondence would be received in the form of a Notice or Letter. Please let us know if you receive any IRS correspondence regarding this incident so we can assist you with the response.
- Further, we recommend you change any passwords, usernames, or security questions that you may have shared with us.
- We strongly recommend you be vigilant in reviewing your bank accounts and other financial account statements, as well as monitoring your Credit Monitoring or free credit reports.
- If you suspect fraudulent activity, report it to law enforcement, including the Federal Trade Commission at <https://www.identitytheft.gov/#/> and your State Attorney General's Office at <https://www.naag.org/find-my-ag/>.
- You can obtain more information from the Federal Trade Commission and your State Attorney General's Office about identity theft, fraud alerts, security freezes, and the protection of your sensitive information. The Federal Trade Commission can be contacted as follows:

▪ **Federal Trade Commission**  
600 Pennsylvania Avenue, NW  
Washington, DC 20580  
1-877-382-4357  
<https://www.consumer.ftc.gov/>

**For More Information.**

We are committed to helping those people who may have been impacted by this unfortunate situation. Protecting your information is incredibly important to us, as is addressing this incident with the information and assistance you may need.

Should you have additional questions or concerns regarding this matter, please do not hesitate to contact [Kroll call info].

Sincerely,

Jasman S. Khosa, CPA.

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