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135 Main Street  
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September 6, 2013

Dear [Redacted]

Edgewood Partners Insurance Center (“EPIC”) is committed to protecting the personal information it maintains. Regrettably, we are writing to inform you about an incident involving some of that information.

In the evening hours of July 16 to July 17, 2013, five password protected unencrypted laptops were stolen from EPIC’s office located at 135 Main Street, 21<sup>st</sup> Floor, San Francisco, CA 94105. EPIC learned of this incident on July 17, 2013. Upon learning this, we reported the incident to law enforcement and began an investigation into the contents of the laptops, which included the engagement of an expert computer forensics company. After completing a thorough analysis, we discovered that one of the laptops contained information regarding current and former employees, job applicants, and independent contractors of EPIC and related companies and companies for which EPIC performs human resources functions. We also found information of certain beneficiaries and dependents of employees. Not all former employees, job applicants, beneficiaries, and dependents were affected. This information may have included the decedent’s name, address, date of birth, benefits information, and Social Security number. In some cases, limited financial or bank account information or health information may have been involved. To date, we have been unable to locate the laptops.

Even though nothing leads us to believe that the information on the laptops was targeted or that any information has been misused, we wanted to let you know this happened and assure you that we have taken this seriously.

We deeply regret any inconvenience this may cause, and to help prevent something like this from happening in the future, we are conducting a comprehensive review of our information security practices and procedures and will be implementing new security measures over the next 30 days, including adding encryption software to all EPIC laptops. If you have any questions, please call 1-866-264-1049 between the hours of 9:00 AM EST - 7:00 PM EST Monday through Friday.

Sincerely,

Daniel J. Crawford, Esq.  
 Executive Vice President and General Counsel