

F R E E M A N

February 5, 2014

PO Box 660613
Dallas, TX 75266-0613

«Name»
«Address_1»
«Address_2»
«City», «State» «Zip»

Dear Valued Employee:

You may have recently received a second W2 from Freeman. The second W2 was generated because we recently learned that an error occurred in the mail processing of Freeman's W2's. Freeman outsources the processing and mailing of employees' W2's to our vendor, ADP, one of the nation's largest and most respected payroll vendors. ADP, in turn, works with another large, national vendor to mail the W2's to our employees.

Unfortunately, due to an unprecedented error that occurred on or around January 20, 2014 with the mail vendors technology, we have learned that some employees may have received a W2 belonging to another Freeman employee. A glitch in the mail vendors' technology caused the barcode to input the incorrect barcode on the envelopes. These barcodes are read by the United States Postal Service and delivered based on the barcode – not on the actual name and address showing through the window on the envelope.

As you know, the W2 contains your name, address, wage and social security information ("Personal Information"). **Although the number of affected employees is believed to be very small, the privacy and protection of our employee's Personal Information is a matter we take very seriously.** As such, we wanted to make you aware of the potential unauthorized access to your Personal Information as soon as possible.

If you haven't done so, please look carefully at the window on the envelope from Freeman and make sure it contains your name and address. If it does not contain your information then please do not open the envelope. If by accident you did open it and know that it does not belong to you, or if it has the incorrect name and address on the envelope, please turn in the envelope to your Office Manager or send it to Kathy Brunson, Director - Corporate Payroll, Freeman, P.O. Box 660613, Dallas, TX 75266-0613 as soon as possible.

Our employees are our top priority at Freeman, and we deeply regret that this incident occurred. Although we don't believe many employees have been affected and have no indication that any of your Personal Information has been misused, out of an abundance of caution, we recommend that you closely review the information provided in the appendix to this letter for some steps that you may take to protect yourself against potential misuse of your Personal Information.

Again, we want to stress that we regret any inconvenience or concern this incident may cause you. In the spirit of uncompromising service to our employees, any employees of Freeman who do not receive two separate letters containing their W2's by February 15, 2014, will receive one year of credit monitoring at no cost through Experian's® ProtectMyID® product. 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. To receive your unique activation code for this service, please call 800-714-3746 before May 31, 2014. Activation codes must be redeemed by May 31, 2014. Then visit the ProtectMyID Web Site to enroll: www.protectmyid.com/redeem and provide your activation code.

Please do not hesitate to contact us at 800-714-3746 or send us an email at w2.help@freemanco.com if you have any questions or concerns.

Yours sincerely,



Dawnn Repp
SVP, General Counsel

F R E E M A N

Steps to Protect Your Identity

You should remain vigilant for incidents of fraud and identity theft by regularly reviewing your account statements and monitoring free credit reports. If you discover any suspicious or unusual activity on your accounts or suspect fraud, be sure to report it immediately to your financial institutions. In addition, you may contact the Federal Trade Commission ("FTC") or law enforcement 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 Web site, 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. In addition, under federal law, you are entitled to one free copy of your credit report every 12 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) 525-6285 P.O. Box 740241 Atlanta, GA 30374-0241 www.equifax.com
- Experian (888) 397-3742 P.O. Box 4500 Allen, TX 75013 www.experian.com
- TransUnion (800) 680-7289 Fraud Victim Assistance Division P.O. Box 6790 Fullerton, CA 92834-6790 www.transunion.com

In addition, you may obtain information from the FTC and the credit reporting agencies about fraud alerts and security freezes. You can 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 regarding if and how you may place a security freeze on your credit report to prohibit a credit reporting agency from releasing information from your credit report without your prior written authorization.

State Specific Information

IF YOU ARE AN IOWA RESIDENT: You may contact local law enforcement or the Iowa Attorney General's Office to report suspected incidents of identity theft. You can contact the Iowa Attorney General at: Office of the Attorney General 1305 E. Walnut Street Des Moines, IA 50319 (515) 281-5164 www.iowaattorneygeneral.gov

IF YOU ARE A MARYLAND RESIDENT: You may obtain information about avoiding identity theft from the FTC or the Maryland Attorney General's Office. These offices can be reached at: Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, NW Washington, DC 20580 (877) IDTHEFT (438-4338) <http://www.ftc.gov/idtheft/>

Office of the Attorney General Consumer Protection Division 200 St. Paul Place Baltimore, MD 21202 (888) 743-0023 www.oag.state.md.us

IF YOU ARE A NORTH CAROLINA RESIDENT: You may obtain information about preventing identity theft from the FTC or the North Carolina Attorney General's Office. These offices can be reached at: Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, NW Washington, DC 20580 (877) IDTHEFT (438-4338) <http://www.ftc.gov/idtheft/>

North Carolina Department of Justice Attorney General Roy Cooper 9001 Mail Service Center Raleigh, NC 27699-9001 (877) 566-7226 <http://www.ncdoj.com>