



<<Date>> (Format: Month Day, Year)

Parent or Guardian of

<<first_name>> <<middle_name>> <<last_name>> <<suffix>>
<<address_1>>
<<address_2>>
<<city>>, <<state_province>> <<postal_code>>
<<country>>

RE: NOTICE OF DATA BREACH

Dear Parent or Guardian of <<first_name>>:

Keller Supply Company values and respects the privacy of the information entrusted to us, which is why we are writing to advise you of a recent incident that may have involved some of your child's personal information. This letter provides some additional information about the incident and steps you can take to protect your child from the misuse of his/her information. **Although we are not aware of any instances of fraud or identity theft that have occurred as a result of this incident**, we felt that we should notify you and provide you with guidance on what you can do to protect your child's personal information, should you feel it is appropriate to do so.

What Happened? On November 18, 2021, we discovered that Keller Supply was impacted by a ransomware event that encrypted certain systems. We promptly investigated the incident with the help of a leading cybersecurity firm and have taken steps to prevent a similar attack from happening in the future. During our investigation, we learned that certain files were copied from our system in connection with the attack.

What Information Was Involved? On or around November 22, 2021, we determined that the files that were acquired related to Keller Supply's employee benefits. Those files could include your child's name, Social Security number, and date of birth.

What We Are Doing. Although we are not aware of any instances of fraud or identity theft, we are offering a complimentary one-year membership of Experian IdentityWorksSM Minor Plus. This product helps detect possible misuse of your minor's personal information as well as monitoring to determine whether the enrolled minor has an Experian credit report. **For more information on identity theft prevention and IdentityWorks Minor Plus, including instructions on how to activate your complimentary one-year membership, please see the additional information provided in this letter.**

What You Can Do. You can find more information on steps to protect your child against identity theft or fraud in the enclosed *Additional Important Information* sheet. We also recommend that you enroll your child in the complimentary credit monitoring services that are being offered.

For More Information. For further information and assistance, please call (855) 618-1494 from 6:00 A.M. – 3:30 P.M. PST, Monday through Friday.

We value the trust you place in us and take our responsibility to safeguard personal information seriously. We apologize for any inconvenience or concern this incident might cause.

Sincerely,

A handwritten signature in black ink that reads "G. DeBell".

George W. DeBell
Chief Financial Officer

ACTIVATING YOUR COMPLIMENTARY CREDIT MONITORING

To help protect your minor's identity, we are offering a **free** one-year membership of Experian IdentityWorksSM Minor Plus product. This product monitors for the creation of a credit file in your minor's name, and includes internet surveillance, and identity theft insurance at no cost.

Activate IdentityWorks Minor Plus Now in Four Easy Steps

1. ENROLL by: <<b2b_text_6(activation deadline)>> (Your code will not work after this date.)
2. VISIT the **Experian IdentityWorks website** to enroll: <https://www.experianidworks.com/minorplus>
3. PROVIDE the **Activation Code**: <<activation code s_n>> and the parent's/guardian's information
4. PROVIDE your minor's information when prompted

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 877-288-8057. Be prepared to provide engagement number <<b2b_text_1(engagement number)>> as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING THE 12-MONTH EXPERIAN IDENTITYWORKS MINOR PLUS MEMBERSHIP:

A credit card is **not** required for enrollment in Experian IdentityWorks Minor Plus.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks for your minor:

- **Social Security Number Trace:** Monitoring to determine whether enrolled minors in your household have an Experian credit report. Alerts of all names, aliases and addresses that become associated with your minor's Social Security Number (SSN) on the Experian credit report.
- **Internet Surveillance:** Technology searches the web, chat rooms & bulletin boards 24/7 to identify trading or selling of your personal information on the Dark Web.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** Receive the same high-level of Identity Restoration support even after the Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance*:** Provides coverage for certain costs and unauthorized electronic fund transfers.

Activate your minor's membership today at <https://www.experianidworks.com/minorplus> or call 877-288-8057 to register with the activation code above.

What you can do to protect your minor's information: There are additional actions you can consider taking to reduce the chances of identity theft or fraud on your minor's account(s). Please refer to www.ExperianIDWorks.com/restoration for this information.

* The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

ADDITIONAL IMPORTANT INFORMATION

As a precautionary measure, we recommend that you remain vigilant to protect against potential fraud and/or identity theft by, among other things, reviewing account statements and monitoring credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained.

The Federal Trade Commission (FTC) is a good resource and you may wish to review the tips provided by the FTC on fraud alerts, security/credit freezes and steps you can take to avoid identity theft. The FTC can be reached at www.ftc.gov/idtheft or by calling 1-877-ID-THEFT (1-877-438-4338). You may also mail them at Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, DC 20580.

Credit Reports: You may obtain a free copy of your child's credit report once every 12 months from each of the three national credit reporting agencies by visiting www.annualcreditreport.com, by calling toll-free 1-877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at <https://www.annualcreditreport.com/manualRequestForm.action>.

Alternatively, you may elect to purchase a copy of your child's credit report by contacting one of the three national credit reporting agencies. Contact information for the three national credit reporting agencies for the purpose of requesting a copy of your child's credit report or for general inquiries is as follows:

Equifax
1-866-349-5191
www.equifax.com
P.O. Box 740241
Atlanta, GA 30374

Experian
1-888-397-3742
www.experian.com
P.O. Box 2002
Allen, TX 75013

TransUnion
1-800-888-4213
www.transunion.com
P.O. Box 2000
Chester, PA 19016

Fraud Alerts: You may want to consider placing a fraud alert on your child's credit report. A fraud alert is free and will stay on your child's credit report for one (1) year. The alert informs creditors of possible fraudulent activity within your child's report and requests that the creditor contact your child prior to establishing any new accounts in your child's name. To place a fraud alert on your child's credit report, contact any of the three national credit reporting agencies using the contact information listed above. Additional information is available at www.annualcreditreport.com.

Credit and Security Freezes: You may have the right to place a credit freeze, also known as a security freeze, on your child's credit file, so that no new credit can be opened in your child's name without the use of a PIN number that is issued when you initiate the freeze. A credit freeze is designed to prevent potential credit grantors from accessing your child's credit report without your child's consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your child's credit report unless your child temporarily lifts the freeze. Therefore, using a credit freeze may delay your child's ability to obtain credit. Unlike a fraud alert, you must separately place a credit freeze on your child's credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting agencies as follows:

Equifax
1-800-349-0045
www.equifax.com
P.O. Box 105788
Atlanta, GA 30348

Experian
1-888-397-3742
www.experian.com
P.O. Box 9554
Allen, TX 75013

TransUnion
1-888-909-8872
www.transunion.com
P.O. Box 160
Woodlyn, PA 1909

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

Individuals interacting with credit reporting agencies have rights under the Fair Credit Reporting Act. We encourage you to review your rights under the Fair Credit Reporting Act by visiting https://files.consumerfinance.gov/f/documents/bcftp_consumer-rights-summary_2018-09.pdf, or by requesting information in writing from the Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

