

The Donovan Company, CPA
c/o Cyberscout
<Return Name>
<Return Address>
<City> <State> <Zip>



9930 Research Drive, Suite 100
Irvine, CA 92618

<FirstName> <LastName>
<Address1>
<City>, <State> <Zip>

February 16, 2023

Notice of a Data Breach

Dear: Parent or Guardian of <FirstName> <LastName>,

Please read this letter in its entirety.

What happened?

We are writing to inform you of an isolated security incident involving your personal information. On December 20, 2022, we detected and stopped a sophisticated ransomware attack, in which an unauthorized third party accessed and disabled our computer systems. We took immediate steps to shut down access to our network and promptly engaged our IT support to help us investigate, evaluate, and respond to the situation.

What information was involved?

The ransomware encrypted (locked) our files. We've been able to rebuild all our systems and restore everything from our backups. It is possible that your minor child's personal information including first and last name, address, and social security number could have been accessed by an unauthorized third party.

While we have no evidence that any of your child's personal information has been accessed or specifically misused in any manner, we are taking appropriate precautionary measures to help alleviate concerns you may have.

What are we doing to address this situation?

The Donovan Company has made additional enhancements to our systems, security, and practices. Additionally, we have engaged appropriate experts to assist us in conducting a full review of our security practices and systems to ensure that enhanced security protocols are in place going forward. We have consulted with law enforcement including Irvine PD and the Orange County Cyber Security Program which works closely with the FBI. We are committed to helping those people who may have been impacted by this unfortunate situation. In response to the incident, we are providing the parents of impacted minor dependents with access to **Cyber Monitoring** services for you and your minor child for twenty-four months at no charge. Cyber monitoring will look out for yours and your child's personal data on the dark web and alert you if your personally identifiable information or your child's is found online. These services will be provided by Cyberscout through Identity Force, a TransUnion company specializing in fraud assistance and remediation services.

How do I enroll for the free services? To enroll in Cyber Monitoring services at no charge, please log on to <https://secure.identityforce.com/benefit/tdccpa> and follow the instructions provided. When prompted please provide the following unique code to receive services: <UniqueCode>. Once you have enrolled yourself, click on your name in the top right of your dashboard and select "Manage Family Protection" then "Add Family Member" to enroll your child. In order for you to receive the monitoring services described above, you must enroll within 90 days from the date of this letter. The enrollment requires an internet connection and an email account and will require enrollment by parent or guardian first.

* Services marked with an "*" require an internet connection and e-mail account and may not be available to minors under the age of 18 years of age. Please note that when signing up for monitoring services, you may be asked to verify personal information for your own protection to confirm your identity.

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What can I do on my own to address this situation?

If you choose not to use these services, **we are strongly urging all parents to contact the credit bureaus and ensure that no credit file exists in the name of your minor child.**

If you choose to check the existence of a credit file for your minor child on your own, you will need to contact one of the three major credit agencies directly at:

Experian (1-888-397-3742)

P.O. Box 4500

Allen, TX 75013

www.experian.com

Equifax (1-800-525-6285)

P.O. Box 740241

Atlanta, GA 30374

www.equifax.com

TransUnion (1-800-680-7289)

P.O. Box 2000

Chester, PA 19016

www.transunion.com

Other Important Information

You can also obtain more information from the Federal Trade Commission (FTC) about identity theft and ways to protect yourself. The FTC has an identity theft hotline: 877-438-4338; TTY: 1-866-653-4261. They also provide information on-line at www.ftc.gov/idtheft.

For more information

Representatives are available for 90 days from the date of this letter, to assist you with questions regarding this incident, between the hours of 5:00 am to 5:00 pm Pacific time, Monday through Friday. Please call 800-701-4322 and supply the fraud specialist with your unique code listed above.

While Cyberscout should be able to provide thorough assistance and answer most of your questions, as always you may contact us at 949-640-1333.

At The Donovan Company we take our responsibilities to protect your personal information very seriously. We are deeply disturbed by this situation and apologize for any inconvenience this may cause.

Sincerely,

Thomas G. Donovan

Thomas G. Donovan
Certified Public Accountant