



Return Mail Processing
PO Box 589
Claysburg, PA 16625-0589

October 29, 2021

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SAMPLE A SAMPLE - L02 DL
APT ABC
123 ANY STREET
ANYTOWN, ST 12345-6789



NOTICE OF DATA SECURITY INCIDENT

Re: **Important Security Notification**
Please read this letter.

Dear Sample A. Sample,

As part of Butterball’s commitment to data protection, we are sending this letter to notify you of a recent data security incident that may have affected some of your personal information. We take the privacy and security of your personal information very seriously and want you to understand the steps we have taken to address this issue and additional steps you can take to protect yourself. This letter explains what happened and offers you additional assistance in safeguarding your information. As further described in this letter, we are also offering you two (2) years of complimentary credit monitoring and identity theft restoration services.

What Happened

On July 29, 2021, an unknown party accessed the Butterball network and attempted to upload certain files to a cloud server. The suspicious activity was detected within roughly an hour and action was taken immediately to halt the upload, and delete from the cloud server the files that the unknown party was attempting to transfer.

We retained leading cybersecurity experts to assist with our investigation to determine whether the unknown party had access to files with personal information and to analyze that data. We also promptly notified law enforcement.

It took time to thoroughly investigate the security incident and analyze potentially affected data so that we could take appropriate steps based on accurate and comprehensive information. Our investigation did not confirm that the unknown party acquired data in the incident. However, out of an abundance of caution, we are notifying individuals whose personal information may have been accessed and providing the services outlined in this letter.

What Information Was Involved

Based on our investigation, we identified some of your personal information in files to which the unknown party had access during that window of time, including: full name and driver’s license number.

What We Are Doing

As soon as we became aware of the incident, we took swift action to investigate and contain it, including immediately halting the upload and deleting the files from the cloud server where the files were attempting to be transferred. We retained leading cybersecurity experts to assist with our investigation to determine the scope of the incident and files with personal information to which the unknown party had access. We also conducted

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an analysis of the data in those files. In addition, we notified law enforcement.

While we believe that the incident is limited to the files referenced above, we continue to enhance our cybersecurity program to further safeguard our systems from cyber threats.

To help protect your identity, we are offering complimentary access to Experian IdentityWorksSM for two (2) years. If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that Identity Restoration is available to you for two (2) years from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration.

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary two (2) year membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information, please follow the steps below:

- Ensure that you **enroll by January 31, 2022** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks **credit** page to **enroll**: www.experianidworks.com/credit
- Provide your **activation code**:

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at **844-866-3675** by **January 31, 2022**. Be prepared to provide engagement number **B019884** as proof of eligibility for the Identity Restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR TWO YEAR EXPERIAN IDENTITYWORKS MEMBERSHIP

A credit card is not required for enrollment in Experian IdentityWorks. You can contact Experian immediately regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup**: See what information is associated with your credit file. Daily credit reports are available for online members only.*
- **Credit Monitoring**: Actively monitors Experian file for indicators of fraud.
- **Identity Restoration**: Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARETM**: You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance^{**}**: Provides coverage for certain costs and unauthorized electronic fund transfers.

What You Can Do

Please review the "Additional Resources" section included with this letter below. This section describes additional steps you can take to help protect your information, including recommendations by the Federal Trade Commission regarding identity theft protection and details on how to place a fraud alert or a security freeze on

your credit file.

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More Information

Butterball is committed to data protection. We regularly review our physical and electronic safeguards to protect personal information, and we will continue to take appropriate steps to safeguard personal information and our systems.

On behalf of Butterball, we deeply regret any inconvenience or concern this may have caused. Should you have any additional questions, you may contact us at (919) 255-7979 or sgriffin@butterball.com.

If you have further questions or concerns, or would like an alternative to enrolling online, please call **844-866-3675** toll-free Monday through Friday from 8 am – 10 pm Central, or Saturday and Sunday from 10 am – 7 pm Central (excluding major U.S. holidays). Be prepared to provide your engagement number **B019884**.

Sincerely,

Suzanne R. Griffin
SVP, General Counsel and Chief Risk Officer
Butterball, LLC

* Offline members will be eligible to call for additional reports quarterly after enrolling.

** 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 RESOURCES

Contact information for the three nationwide credit reporting agencies:

Equifax, PO Box 740241, Atlanta, GA 30374, www.equifax.com, 1-800-685-1111

Experian, PO Box 2104, Allen, TX 75013, www.experian.com, 1-888-397-3742

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

Free Credit Report. It is recommended that you remain vigilant by reviewing account statements and monitoring your credit report for unauthorized activity, especially activity that may indicate fraud and identity theft. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting agencies. To order your annual free credit report please visit www.annualcreditreport.com or call toll free at **1-877-322-8228**.

You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available from the U.S. Federal Trade Commission's ("FTC") website at www.consumer.ftc.gov) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281.

For Colorado, Georgia, Maine, Maryland, Massachusetts, New Jersey, Puerto Rico, and Vermont residents:

You may obtain one or more (depending on the state) additional copies of your credit report, free of charge. You must contact each of the credit reporting agencies directly to obtain such additional report(s).

Fraud Alerts. There are two types of fraud alerts you can place on your credit report to put your creditors on notice that you may be a victim of fraud—an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least one year. You may have an extended alert placed on your credit report if you have already been a victim of identity theft and you have the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies.

Security Freeze. You have the ability to place a security freeze, also known as a credit freeze, on your credit report free of charge. A security freeze is intended to prevent credit, loans, and services from being approved in your name without your consent. To place a security freeze on your credit report, you may use an online process, an automated telephone line, or submit a written request to any of the three credit reporting agencies listed above. The following information must be included when requesting a security freeze (note that, if you are requesting a credit report for your spouse, this information must be provided for him/her as well): (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past 5 years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, and display your name, current mailing address, and the date of issue.

Federal Trade Commission and State Attorneys General Offices. If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission and/or the Attorney General's office in your home state. You may also contact these agencies for information on how to prevent or minimize the risks of identity theft.

You may contact the **Federal Trade Commission**, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, www.ftc.gov/bcp/edu/microsites/idtheft/, 1-877-IDTHEFT (438-4338).

For Maryland residents: You may contact the Maryland Office of the Attorney General, Consumer Protection Division, 200 St. Paul Place, Baltimore, MD 21202, www.oag.state.md.us, 1-888-743-0023.



