

EXHIBIT 1

By providing this notice, Robin Wolff & Associates does not waive any rights or defenses regarding the applicability of Maine law, the applicability of the Maine data event notification statute, or personal jurisdiction.

Nature of the Data Event

Robin Wolff & Associates is a small, two-person company, owned and operated by Robin Wolff and her spouse. Seven years ago, Robin Wolff and her spouse moved from Florida to Tennessee, and began the process of winding down the business and moving toward retirement. On May 26, 2021, Robin Wolff & Associates discovered unusual activity in one of the company's two email accounts. Robin Wolff & Associates quickly took steps to secure the account, including contacting Microsoft IT support, changing the password on the account, implementing multi-factor authentication, and commencing an investigation to confirm the nature and scope of the incident. The investigation determined that an unauthorized actor accessed the email account sometime between May 18, 2021 and May 25, 2021.

Once the incident was contained, Robin Wolff & Associates initiated a comprehensive review, with the assistance of industry-leading forensic specialists, to identify any information of individuals contained in the files affected by the incident. Robin Wolff & Associates completed this review on September 29, 2021, at which time Robin Wolff & Associates confirmed the individuals whose information was present, and then took steps to gather contact information to send notice to potentially impacted individuals.

The information that could have been subject to unauthorized access includes name, Social Security number, financial account information, general medical information, medical treatment information, medical provider name, health insurance information, and Medicare or Medicaid number.

Notice to Maine Resident

On or about November 1, 2021, Robin Wolff & Associates began providing written notice of this incident to all affected individuals, which includes one (1) Maine resident. Written notice is being provided in substantially the same form as the letter attached here as *Exhibit A*.

Other Steps Taken and To Be Taken

Upon discovering the event, Robin Wolff & Associates moved quickly to investigate and respond to the incident, assess the security of Robin Wolff & Associates systems, and notify potentially affected individuals. Robin Wolff & Associates is also working to implement additional safeguards and training to its employees. Robin Wolff & Associates is providing access to credit monitoring services for two (2) years through Experian to individuals whose personal information was potentially affected by this incident, at no cost to these individuals.

Additionally, Robin Wolff & Associates is providing impacted individuals with guidance on how to help better protect against identity theft and fraud, including advising individuals to report any suspected incidents of identity theft or fraud to their credit card company and/or bank. Robin

Wolff & Associates is providing individuals with information on how to place a fraud alert and security freeze on one's credit file, information on protecting against tax fraud, the contact details for the national consumer reporting agencies, information on how to obtain a free credit report, a reminder to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports, and encouragement to contact the Federal Trade Commission, their state Attorney General, and law enforcement to report attempted or actual identity theft and fraud. Robin Wolff & Associates is also notifying other regulators, as required.

EXHIBIT A

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

H0183-L01-0000001 T00001 P001 *****SCH 5-DIGIT 12345

SAMPLE A SAMPLE - L01

APT ABC

123 ANY STREET

ANYTOWN, FC 1A2 B3C

COUNTRY



November 1, 2021

Dear Sample A. Sample:

I am writing to make you aware of an incident that may affect the privacy of some of your personal information, as well as our team's response, and steps you may take to protect your information, should you feel it is appropriate to do so. I am also offering you complimentary credit monitoring and identity restoration services through Experian for twenty-four (24) months with \$1,000,000 in identity theft insurance; enrollment instructions are on the next page.

What Happened?

On May 26, 2021, I discovered unusual activity in an employee's Microsoft Office 365 email account. My team quickly took steps to secure the account, including contacting Microsoft IT support, changing the password on the account, implementing multi-factor authentication, and commencing an investigation to confirm the nature and scope of the incident. The investigation determined that an unauthorized actor accessed the email account sometime between May 18, 2021 and May 25, 2021.

My team then initiated an exhaustive review of the potentially impacted information in order to identify the information that was potentially impacted and to whom it related. We completed this review on September 29, 2021, at which time we confirmed the individuals whose information was present, and then took steps to gather contact information so that we could send this notice to potentially impacted individuals, including you.

What Information Was Involved?

The investigation determined that the information related to you that may have been affected included your name and [Extra1].

What We Are Doing.

I take this incident seriously, and, while not required by law, I am offering all potentially impacted individuals access to complimentary credit monitoring and identity restoration services, with \$1,000,000 in identity theft insurance, for twenty-four (24) months through Experian. We have also reviewed all company policies and procedures, and taken steps to increase the security of our Microsoft Office 365 accounts and other systems. I am also notifying relevant regulatory authorities as required.



What You Can Do.

I encourage you to enroll in the complimentary credit monitoring services using the instructions on the following pages, as we are unable to do so on your behalf. I also encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements and explanation of benefits and monitoring your free credit reports for suspicious activity and/or errors, and report any such suspicious activity to law enforcement. You can also enroll to receive the complimentary credit monitoring services that are being offered to you. Please also review and consider the information and resources outlined in the below “*Steps You Can Take to Help Protect Personal Information.*”

For More Information.

I understand that you may have questions that are not addressed in this notice. If you have additional questions, please call the dedicated assistance line at (833) 339-1511 (toll free), Monday through Friday from 6:00 a.m. to 8:00 p.m. PST and Saturday and Sunday from 8:00 a.m. to 5:00 p.m. PST (excluding U.S. holidays). You may write to me at 5545 Newport Highway, Greeneville, TN 37743 with any additional questions.

Sincerely,

Robin Wolff

Robin Wolff, LUTCF, CLTC
Financial Advisor and CEO
Robin Wolff & Associates

[Extra3]

STEPS YOU CAN TAKE TO HELP PROTECT PERSONAL INFORMATION

Enroll in Credit Monitoring and Identity Restoration Services

What we are doing to protect your information:

To help protect your identity, we are offering a complimentary 24-month membership of Experian's® IdentityWorksSM. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and 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 website to enroll: <https://www.experianidworks.com/credit>
- Provide your **activation code: ABCDEFGHI**

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 (833) 339-1511 by **January 31, 2022**. Be prepared to provide engagement number **B020726** as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 24-MONTH 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 agents are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at (833) 339-1511. 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 (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 this Identity Restoration support is available to you for 24 months 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. You will also find self-help tips and information about identity protection at this site.

* 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.

0000001



H0183-L01

Register for the IRS Identity Protection PIN Program

The IRS offers an Identity Protection PIN Program to individuals as protection against fraudulent tax filings. An Identity Protection PIN (IP PIN) is an assigned six-digit number that prevents someone else from filing fraudulent federal income tax returns using your Social Security number. The IP PIN is known only to you and the IRS and helps to verify your identity when you file your electronic or paper tax return. For more information about the IRS IP PIN program, please visit <https://www.irs.gov/identity-theft-fraud-scams/get-an-identity-protection-pin>.

To register for an IP PIN on www.irs.gov, please follow the below step-by-step instructions:

1. Go to www.irs.gov
2. Click on “View Your Account”
3. Click “Create or view your account”
4. Click “Create Account”

For the “Create Account” step, in addition to your name, social security number, date of birth, and address you will need:

- An email account you can readily access
- A cell phone that can receive text messages from
- Financial information, such as a credit card number, mortgage loan number, student loan number to verify your identity

Important – Each taxpayer must have their own account (so spouses each must register for their own accounts)

5. Once you create your account and log in:
 - Review your account to determine if a 2020 return has already been filed. If so, you are likely a victim of identity theft and your return will need to be paper filed.
 - At www.irs.gov, search “Get an IP Pin.” Log into your account and choose a PIN. Print the page for your records. Each tax filing season you will need to log into the account to get the PIN for that filing season. You cannot file your return without the PIN.

Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order your free credit report, visit www.annualcreditreport.com or call, toll-free, 1-877-322-8228. You may also directly contact the three major credit reporting bureaus listed below to request a free copy of your credit report.

Consumers have the right to place an initial or extended “fraud alert” on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a “credit freeze” on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer’s express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a security freeze, you will need to provide the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible photocopy of a government-issued identification card (state driver’s license or ID card, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if you are a victim of identity theft.

Should you wish to place a credit freeze, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/credit-help
888-298-0045	1-888-397-3742	833-395-6938
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

Additional Information

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

For New York residents, the New York Attorney General may be contacted at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; or <https://ag.ny.gov/>.

For North Carolina residents, the North Carolina Attorney General may be contacted at: 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and www.ncdoj.gov.



