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May 14, 2019

Via email to attorneygeneral@doj.nh.gov
Attorney General Gordon MacDonald
Office of the Attorney General
33 Capitol Street
Concord, NH 03302

Dear Attorney General MacDonald:

We represent Repice & Taylor, Inc. (“RTI”) with respect to a data security incident involving the potential exposure of certain personally identifiable information described in more detail below. RTI provides accounting services in Philadelphia, Pennsylvania. RTI is committed to answering any questions you may have about the data security incident, its response, and steps taken to prevent a similar incident in the future.

1. Nature of security incident.

On March 15, 2019, RTI became aware that some of its clients had experienced fraudulent tax filings. RTI immediately began an investigation to determine whether its systems were secure, and hired an independent computer forensics firm to assist. On April 23, 2019, the forensic investigation determined that an unauthorized individual may have accessed RTI’s computer network in late 2018. From the investigation, it appears that tax information for 2017 may be at risk. This information includes clients’ names, addresses, Social Security numbers, driver’s license and bank account information, and other tax related information.

2. Number of residents affected.

One (1) New Hampshire resident may have been affected and was notified of the incident. A notification letter was sent to the potentially affected individual on May 14, 2019 via regular mail (a copy of the form notification letter is enclosed).

Attorney General Gordon MacDonald

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3. Steps taken or plan to take relating to the incident.

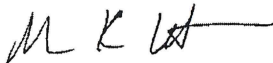
RTI took immediate action to address this incident and prevent a similar incident in the future. Steps taken include implementing additional security protocols for any remote access to RTI's system, and changing passwords to all employee accounts. The notification letter included details about the security incident as well as information about the Federal Trade Commission and the three major credit reporting agencies. The letter offered free credit monitoring and identity theft protection services through ID Experts for one year. RTI also provided customers with a toll-free number for any questions.

4. Contact information.

RTI takes the security of the information in its control seriously, and is committed to ensuring its customers' information is protected. If you have any questions or need additional information, please do not hesitate to contact me at mventrone@clarkhill.com or (312) 360-2506.

Very truly yours,




CLARK HILL



Melissa K. Ventrone

Enclosure

CLARK HILL

	
C/O ID Experts PO Box 4219 Everett WA 98204	
ENDORSE 	
	NAME
	ADDRESS1
	ADDRESS2
	CSZ
	COUNTRY
BREAK	

To Enroll, Please Call:
 1-800-939-4170
 Or Visit:
<https://app.myidcare.com/account-creation/protect>
 Enrollment Code:
 <<XXXXXXXX>>

May 14, 2019

Notice of Data Security Incident

Dear <<First Name>>:

We are writing to notify you of a data security incident experienced by Repice & Taylor, Inc. ("RTI") that may have impacted your personal information, including your name, address, Social Security number, bank account and driver's license information if you provided that to us, and other tax related information. We value and respect the privacy of your information, and sincerely apologize for any concern or inconvenience this may cause you. This letter contains information about steps you can take to protect your information, and resources we are making available to help you.

We are offering identity theft protection services through ID Experts®, the data breach and recovery services expert, to provide you with MyIDCare™. MyIDCare services include: 12 months of credit and CyberScan monitoring, a \$1,000,000 insurance reimbursement policy, and fully managed ID theft recovery services. With this protection, MyIDCare will help you resolve issues if your identity is compromised.

We encourage you to contact ID Experts with any questions and to enroll in free MyIDCare services by calling (800) 939-4170 or going to <https://app.myidcare.com/account-creation/protect> and using the Enrollment Code provided above. MyIDCare experts are available Monday through Friday from 8 am - 7 pm Central Time. **Please note the deadline to enroll is August 14, 2019.**

If you received a fraudulent deposit from the IRS into your bank account as a result of this incident, the IRS has recommended the following:

1. Do not spend this money, as it must be returned to the IRS.
2. Contact your bank's fraud department and let them know that the money was deposited as a result of a fraudulent tax filing, and that the deposit should be reversed as soon as possible.
3. Do not return the money by check. The most reliable way for the money to be returned and credited to you is to instruct your bank to reverse the deposit.
4. If you have any issues with your bank and the return of the money, please contact your tax preparer at RTI.

Additionally, if you know or suspect you are a victim of tax-related identity theft, the IRS recommends the following steps:

- If you received a letter from the IRS, you should follow the instructions on that letter and respond immediately. **The IRS will not contact you via phone or email.** Additionally, you may be asked to file a paper return for the current filing season.
- If you believe you may be a victim of tax fraud but have not received a letter from the IRS, you should fill out and submit IRS Form 14039, which is available at IRS.gov. RTI can provide you with a copy of that form and assist you with filling it out if you would like.

If you previously contacted the IRS and did not have a resolution, contact the IRS for specialized assistance at 1-800-908-4490. The IRS has teams available to assist. You may also visit <https://www.irs.gov/Individuals/Identity-Protection> for more information.

Under Massachusetts law, you have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

Massachusetts law also allows consumers to place a security freeze on their credit reports. A security freeze prohibits a credit reporting agency from releasing any information from a consumer's credit report without written authorization. However, please be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing or other services.

If you have been a victim of identity theft, and you provide the credit reporting agency with a valid police report, the agency cannot charge you to place, lift or remove a security freeze. Effective September 21, 2018, placing a freeze on your credit report is now free for all United States citizens. To place a security freeze on your credit report, you must send a written request to each of the three major consumer reporting agencies: Equifax (www.equifax.com); Experian (www.experian.com) and TransUnion (www.transunion.com) by regular, certified or overnight mail at the addresses below:

Equifax Security Freeze
U.S. Consumer Services
P.O. Box 105788
Atlanta, GA 30348

Experian Security Freeze
P.O. Box 9554
Allen, TX 75013

TransUnion Security Freeze
Fraud Victim Assistance
Department
P.O. Box 6790
Fullerton, CA 92834

To place a security freeze on your credit report, each credit reporting agency has a dedicated web page for security freezes and fraud alerts or you can request a freeze by phone or by mail. 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 five years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request may also require 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, display your name and current mailing address, and the date of issue.

The credit reporting agencies have three (3) business days after receiving your request to place a security freeze on your credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number (PIN) or password, or both that can be used by you to authorize the removal or lifting of the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must call or send a written request to the credit reporting agencies by mail and include proper identification (name, address, and social security number) and the PIN or password provided to you when you placed the security freeze as well as the identities of those entities or individuals you would like to receive your credit report or the specific period of time you want the credit report available. The credit reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must send a written request to each of the three credit bureaus by mail and include proper identification (name, address, and social security number) and the PIN or password provided to you when you placed the security freeze. The credit reporting agencies have three (3) business days after receiving your request to remove the security freeze.

We also want you to know that we took immediate action to enhance our security and prevent a similar incident in the future. We implemented additional security protocols for any remote access to our system, and changed passwords to all employee accounts. We also provided your name and Social Security number to the IRS to help detect possible fraud.

If you have any questions or concerns, please call at (800) 939-4170, Monday through Friday, 8 am - 7 pm Central Time. Your trust is a top priority for RTI, and we deeply regret any inconvenience or concern that this matter may cause you.

Sincerely,



Tony Repice, CPA and Thomas Taylor, CPA