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RECORDS SECTION  
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February 21, 2019

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**Via Regular Mail**

**Attorney General Gordon MacDonald**  
Office of the Attorney General  
33 Capitol Street  
Concord, New Hampshire 03302

Re: Potential Data Security Incident

Dear Attorney General MacDonald:

We represent Direct Distributors, Inc. ("Direct Distributors") with respect to an incident involving the potential exposure of certain personal information described in detail below.

**1. Nature of the possible security breach or unauthorized use or access**

On January 9, 2019, Direct Distributors became aware that an employee may have gained unauthorized access to customer payment card information and used stolen information to make online purchases. Direct Distributors immediately contacted local law enforcement and took steps to identify anyone potentially affected by this incident. Their investigation determined that the employee attempted to use 6 credit cards to make online purchases. Direct Distributors could not confirm whether the employee accessed all customer order forms, but the order forms listed customer names, addresses and credit card information.

**2. Number of New Hampshire residents potentially affected**

Approximately 12 New Hampshire residents were affected in this potential incident. Direct Distributors sent the potentially impacted individuals letters notifying them of this incident on February 21, 2019. A copy of the notification sent to the potentially impacted individuals is included with this letter, which informs these New Hampshire residents about the identity monitoring and fraud consultation services being offered to them.

**3. Steps Direct Distributors has taken or plans to take relating to the potential incident**

Direct Distributors has continued to take steps to secure customer information, including disabling the account storing archived customer order forms and reviewing and revising their document retention policies and procedures to further limit employee access to customer order information.

**4. Other notification and contact information**

If you have any additional questions, please contact me at [Gregory.Bautista@wilsonelser.com](mailto:Gregory.Bautista@wilsonelser.com) or (914) 872-7839.

Very Truly Yours,

**Wilson Elser Moskowitz Edelman & Dicker LLP**

A handwritten signature in black ink, appearing to read 'G. Bautista', with a large, stylized flourish at the end.

Gregory J. Bautista