

STATE OF NH
DEPT OF JUSTICE

2017 APR 13 AM 9:31

BakerHostetler

Baker & Hostetler LLP

312 Walnut Street
Suite 3200
Cincinnati, OH 45202-4074

T 513.929.3400
F 513.929.0303
www.bakerlaw.com

Patrick H. Haggerty
direct dial: 513.929.3412
phaggerty@bakerlaw.com

March 31, 2017

VIA OVERNIGHT MAIL

Joseph Foster
Office of the Attorney General
33 Capitol St
Concord, NH 03301

Re: Incident Notification

Dear Attorney General Foster:

We are writing on behalf of our client, Envelopes Unlimited, to notify you of a security incident involving a New Hampshire resident.

On March 29, 2017, Envelopes Unlimited learned that a targeted "spear phishing" email message had been sent to an Envelopes Unlimited employee earlier that day. The email the employee received was designed to appear though it had been sent to the employee by an Envelopes Unlimited executive, requesting 2016 Forms W2. Believing the email to be legitimate, the employee replied to the message and attached 2016 Forms W2, which included employees' names, addresses, Social Security numbers, and earnings information.

On March 31, 2017, Envelopes Unlimited notified affected current employees by email. Also, on March 31, 2017, Envelopes Unlimited will begin mailing notification letters via U.S. Mail to 1 New Hampshire resident in accordance with N.H. Rev. Stat. §359-C:20 in substantially the same form as the letter attached hereto.¹ Additionally, Envelopes Unlimited is offering affected individuals a free one-year membership in credit monitoring and identity theft protection services from Experian. Envelopes Unlimited has also provided a call center for affected individuals to call with any questions they may have.

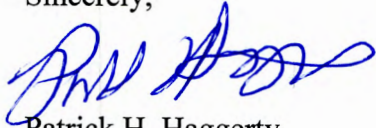
To help prevent something like this from happening again, Envelopes Unlimited is aggressively analyzing where process changes are needed and will take the appropriate actions.

¹ This report is not, and does not constitute, a waiver of personal jurisdiction.

Joseph Foster
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Please do not hesitate to contact me if you have any questions regarding this matter.

Sincerely,



Patrick H. Haggerty
Partner

Enclosure

[Envelopes Unlimited Logo]

March XX, 2017

[First Name] [Last Name]
[Street Address]
[City], [State] [Zip]

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Dear [First Name] [Last Name]:

Envelopes Unlimited is committed to maintaining the privacy and security of our current and former employees' personal information. Regrettably, we are writing to inform you of an incident involving some of that information.

On March 29, 2017, we learned that a targeted "spear phishing" email message had been sent to an Envelopes Unlimited employee earlier that day. The email the employee received was designed to appear though it had been sent to the employee by an Envelopes Unlimited executive, requesting 2016 Forms W2. Believing the email to be legitimate, the employee replied to the message and attached 2016 Forms W2, which included employees' names, addresses, Social Security numbers, and earnings information.

We have notified the FBI, IRS, and state taxing authorities of the incident. The IRS and state taxing authorities have indicated to us that they will monitor affected employees' returns for the purposes of attempting to prevent fraudulent tax refunds from being paid out.

We recognize this issue can be frustrating and we are taking steps to help protect you and to safeguard the personal information we receive and maintain going forward. **We are offering a complimentary one-year membership of Experian's® IdentityWorksSM.** This product helps detect possible misuse of your personal information and provides you with superior identity protection support focused on immediate identification and resolution of identity theft. IdentityWorksSM is completely free and enrolling in this program will not hurt your credit score. Unfortunately, due to privacy laws, we are not able to enroll you directly. **For more information on IdentityWorksSM and instructions on how to activate your complimentary one-year membership, please see the next page of this letter. Identity Restoration assistance is immediately available to you.**

We regret any concern this may cause you. We have attached FAQs for your reference and encourage you to review them. To help prevent something like this from happening again, we are aggressively analyzing where process changes are needed and will take the appropriate actions. Should you have further questions regarding this incident, you may call the set up call center beginning **Monday April 3rd 2017 at 3pm at 1-844-308-2773**, then the call center will be open Monday through Friday, 9:00 a.m. to 9:00 p.m. Eastern Time, excluding holidays.

Sincerely,

Russell Stewart
President

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP

- Ensure that you enroll by: **June 30th 2017** (Your code will not work after this date.)
- Visit the Experian IdentityWorks website to enroll: www.experianidworks.com/3bcreditone
- 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 **877-890-9332** by **June 30th 2017**. Be prepared to provide engagement number **DB01274** as proof of eligibility for the identity restoration services by Experian.

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, Equifax and Transunion files for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists 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.
- **\$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

What you can do to protect your information: There are additional actions you can consider taking to reduce the chances of identity theft or fraud on your account(s). Please refer to www.ExperianIDWorks.com/restoration

Even if you choose not to take advantage of the identity theft protection services we are offering, we recommend that you remain vigilant to the possibility of fraud and identity theft by reviewing your credit card, bank, and other financial statements for any unauthorized activity. You may also obtain a copy of your credit report, free of charge, directly from each of the three nationwide credit reporting agencies once every 12 months. To order your credit report, please visit www.annualcreditreport.com or call toll free at 877-322-8228. Contact information for the three nationwide credit reporting agencies is as follows:

Equifax

P.O. Box 740241
Atlanta, GA 30374
www.equifax.com
(800) 685-1111

Experian

P.O. Box 2002
Allen, TX 75013
www.experian.com
(888) 397-3742

TransUnion

P.O. Box 2000
Chester, PA 19016
www.transunion.com
(800) 680-7289

If you believe you are the victim of identity theft or have reason to believe your personal information has been misused, you should contact the Federal Trade Commission and/or the Office of the Attorney General in your home state. Contact information for the Federal Trade Commission is as follows:

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580
www.ftc.gov/idtheft
(877) 438-4338

You can obtain information from these sources about steps an individual can take to avoid identity theft as well as information about fraud alerts and security freezes. You should also contact your local law enforcement authorities and file a police report. Obtain a copy of the police report in case you are asked to provide copies to creditors to correct your records.

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

** Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.