



March 11, 2016

Attorney General Joseph Foster
New Hampshire Department of Justice
33 Capitol Street
Concord, NH 03301

STATE OF NH
DEPT OF JUSTICE
2016 MAR 15 AM 10:00

Dear Attorney General Foster:

I am writing to notify you that on March 2, 2016, Foss Manufacturing Company, LLC determined that it had been the victim of an email phishing scheme, which resulted in an unauthorized person obtaining a copy of employee 2015 W-2 forms.

The incident has resulted in the release of personal information (as defined under N.H. Rev. Stat. §§ 359-C:19 et seq.) to an unauthorized person of 470 New Hampshire residents. The personal information includes:

- Name, home address, Social Security number, and income

We are offering affected employees twenty-four months of identity theft prevention services that will monitor employees' credit files. To take advantage of the offer, individuals can follow the instructions in their notification letter.

We are in the process of notifying those affected, and we mailed notice letters to New Hampshire residents on March 9, 2016. A copy of the notice template being sent to New Hampshire residents is attached hereto. Please contact me at (603) 929-6000 with any questions.

Sincerely,

Kevin Coulouris

Chief Information Officer

Enclosure



Processing Center • P.O. BOX 141578 • Austin, TX 78714

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JOHN Q. SAMPLE
1234 MAIN STREET
ANYTOWN US 12345-6789

March 9, 2016

Dear John Sample:

We are writing to inform you that on February 19, 2016, Foss Manufacturing was the victim of an email phishing scheme, which resulted in an unauthorized individual obtaining a copy of your 2015 W-2 form. Personal information affected includes your name, address, Social Security number, income information and the other information found on your 2015 W-2 form.

There are important steps that you can take to reduce the likelihood of identity theft or fraud. To help protect your identity, we are offering a **complimentary** twenty-four (24) month membership of AllClear Pro TBO Services; membership runs from the date of this letter. This product helps detect possible misuse of your personal information and provides you with identity protection support focused on immediate identification and resolution of identity theft. Sign-up information is below.

The Federal Trade Commission (FTC) recommends that you remain vigilant by checking your credit reports periodically. Checking your credit reports periodically can help you spot problems and address them quickly. You can also order free copies of your annual reports through www.annualcreditreport.com. You should monitor your financial accounts for any suspicious activity. For more information about steps you can take to reduce the likelihood of identity theft or fraud, call 1-877-ID-THEFT (877-438-4338), visit the FTC's website at <http://www.ftc.gov/bcp/edu/microsites/idtheft/>, or write to: Federal Trade Commission, 600 Pennsylvania Avenue, NW, Washington, D.C. 20580. If you believe you are the victim of identity theft, you should immediately contact your local law enforcement agency, your state's attorney general, or the FTC.

AllClear ID Services Information

The team at AllClear ID is ready and standing by if you need identity repair assistance. You may take advantage of this service at any time during the twenty-four (24) month period. You are automatically enrolled in this service, and there is no enrollment requirement. If a problem arises, simply call 1-877-437-4010 and a dedicated investigator will help recover financial losses, restore your credit and make sure your identity is returned to its proper condition.

In addition, you may sign up for the PRO service, at no cost to you, which includes three bureau credit monitoring and a \$1 million identity theft insurance policy, among other features. To use the PRO service, you will need to provide your personal information to AllClear ID. You may sign up online at enroll.allclearid.com or by phone by calling 1-877-437-4010 using the following redemption code: Redemption Code. This service is valid for twenty-four (24) months from the date of this letter, regardless of when you sign-up for the service.

Please note: Additional steps may be required to activate your phone alerts and monitoring options.



01-02-1-00

Information on Credit Report Fraud Alerts

You also may place a fraud alert on your credit file. A fraud alert tells creditors to contact you before they open any new accounts or change your existing accounts. Call any one of the three major credit bureaus. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts.

Experian	Equifax	TransUnion
1-888-397-3742 www.experian.com Experian Fraud Division P.O. Box 9554 Allen, TX 75013	1-800-525-6285 www.equifax.com Equifax Information Services LLC P.O. Box 105069 Atlanta, GA 30348-5069	1-800-680-7289 www.transunion.com P.O. Box 6790 Fullerton, CA 92834-6790

You can also place fraud alerts online by visiting the following websites:

- **Experian:** <https://www.experian.com/consumer/cac/InvalidateSession.do?code=SECURITYALERT>
- **Equifax:** https://www.alerts.equifax.com/AutoFraud_Online/jsp/fraudAlert.jsp
- **TransUnion:** <http://www.transunion.com/corporate/personal/fraudIdentityTheft/fraudPrevention/fraudAlert.page>

Information on Credit Freezes

In addition to a fraud alert, you also may have a security freeze placed on your credit file. A security freeze will block a credit bureau from releasing information from your credit report without your prior written authorization. Please be aware that it may delay, interfere with, or prevent the timely approval of any requests you make for new loans, mortgages, employment, housing or other services. To place a security freeze on your credit report, you will need to send a written request to a consumer reporting agency (listed above) by certified mail, overnight mail, or regular stamped mail. The consumer reporting agency may charge a fee of up to \$10.00 to place a freeze or lift or remove a freeze.

You can also place security freezes online by visiting the following websites:

- **Experian:** <https://www.experian.com/freeze/center.html>
- **Equifax:** https://www.freeze.equifax.com/Freeze/jsp/SFF_PersonalIDInfo.jsp
- **TransUnion:** <https://freeze.transunion.com/sf/securityFreeze/landingPage.jsp>

Questions?

We sincerely regret that this incident occurred. If you have any questions, please feel free to contact us at (800) 645-8161.

Sincerely,



AJ Nassar
Chief Executive Officer

AllClear Secure Terms of Use

If you become a victim of fraud using your personal information without authorization, AllClear ID will help recover your financial losses and restore your identity. Benefits include:

- Twenty-four (24) months of coverage with no enrollment required;
- No cost to you – ever. AllClear Secure is paid for by the participating Company.

Services Provided

If you suspect identity theft, simply call AllClear ID to file a claim. AllClear ID will provide appropriate and necessary remediation services (“Services”) to help restore the compromised accounts and your identity to the state prior to the incident of fraud. Services are determined at the sole discretion of AllClear ID and are subject to the terms and conditions found on the AllClear ID website. AllClear Secure is not an insurance policy, and AllClear ID will not make payments or reimbursements to you for any financial loss, liabilities or expenses you incur.

Coverage Period

Service is automatically available to you with no enrollment required for twenty-four (24) months from the date of the breach incident notification you received from Company (the “Coverage Period”). Fraud Events that occurred prior to your Coverage Period are not covered by AllClear Secure services.

Eligibility Requirements

To be eligible for Services under AllClear Secure coverage, you must fully comply, without limitations, with your obligations under the terms herein, you must be a citizen or legal resident eighteen (18) years of age or older, and have a valid U.S. Social Security number. Minors under eighteen (18) years of age may be eligible, but must be sponsored by a parent or guardian. The Services cover only you and your personal financial and medical accounts that are directly associated with your valid U.S. Social Security number, including but not limited to credit card, bank, or other financial accounts and/or medical accounts.

How to File a Claim

If you become a victim of fraud covered by the AllClear Secure services, you must:

- Notify AllClear ID by calling 1.855.434.8077 to report the fraud prior to expiration of your Coverage Period.
- Provide proof of eligibility for AllClear Secure by providing the redemption code on the notification letter you received from the sponsor Company.
- Fully cooperate and be truthful with AllClear ID about the Event and agree to execute any documents AllClear ID may reasonably require;
- Fully cooperate with AllClear ID in any remediation process, including, but not limited to, providing AllClear ID with copies of all available investigation files or reports from any institution, including, but not limited to, credit institutions or law enforcement agencies, relating to the alleged theft;



Coverage under AllClear Secure Does Not Apply to the Following:

Any expense, damage or loss:

- Due to
 - Any transactions on your financial accounts made by authorized users, even if acting without your knowledge
 - Any act of theft, deceit, collusion, dishonesty or criminal act by you or any person acting in concert with you, or by any of your authorized representatives, whether acting alone or in collusion with you or others (collectively, your "Misrepresentation")
- Incurred by you from an Event that did not occur during your coverage period;
- In connection with an Event that you fail to report to AllClear ID prior to the expiration of your AllClear Secure coverage period.

Other Exclusions:

- AllClear ID will not pay or be obligated for any costs or expenses other than as described herein, including without limitation fees of any service providers not retained by AllClear ID; AllClear ID reserves the right to investigate any asserted claim to determine its validity;
- AllClear ID is not an insurance company, and AllClear Secure is not an insurance policy; AllClear ID will not make payments or reimbursements to you for any loss or liability you may incur; and
- AllClear ID is not a credit repair organization, is not a credit counseling service, and does not promise to help you improve your credit history or rating beyond resolving incidents of fraud;
- AllClear ID reserves the right to reasonably investigate any asserted claim to determine its validity. All recipients of Secure coverage are expected to protect their personal information in a reasonable way at all times. Accordingly, recipients will not deliberately or recklessly disclose or publish their Social Security number or any other personal information to those who would reasonably be expected to improperly use or disclose that Personal Information.

Opt-out Policy

If for any reason you wish to have your information removed from the eligibility database for AllClear Secure, please contact AllClear ID:

E-mail support@allclearid.com	Mail AllClear ID, Inc. 823 Congress Avenue Suite 300 Austin, Texas 78701	Phone 1.855.434.8077
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