

STATE OF NH
DEPT. OF JUSTICE
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2019 MAR - 9 A M '19

March 7, 2019

Via UPS

New Hampshire Department of Justice
Office of the Attorney General
Consumer Protection Section
33 Capitol Street
Concord, NH 03301

Re: Notice of Security Incident Potentially Impacting One New Hampshire Resident

Dear Attorney General MacDonald:

I am writing to inform you of a possible data security incident potentially impacting one New Hampshire resident.

I represent Southern Glazer's Wine and Spirits, LLC ("SGWS"). SGWS is a distributor of alcohol beverages operating in several U.S. markets, the District of Columbia, Canada, and the Caribbean. SGWS employs over 20,000 team members, including employees residing in New Hampshire. In the ordinary course of its business, SGWS has access to and uses personally identifiable information ("PII") of its employees, including social security numbers.

In late January 2019, in the course of an internal investigation, SGWS learned that an employee authorized to access other employees' personal information had emailed an Excel spreadsheet containing personal information of some SGWS employees to a family member for technical assistance. The spreadsheet was emailed to the family member on April 18, 2018. The spreadsheet included names and social security numbers. Upon discovery, SGWS immediately investigated the incident and learned that the family member receiving the spreadsheet did not forward it to others and that the spreadsheet was deleted after technical assistance was provided. Although the employee's sharing of the spreadsheet with an unauthorized individual outside of SGWS was a violation of SGWS's policies, SGWS does not believe the spreadsheet, or the information contained in it, was used for an unlawful purpose.

Out of an abundance of caution, however, SGWS has chosen to notify the individuals whose personal information was contained in the spreadsheet and to offer identity repair and credit monitoring services through AllClear ID.

If you have any questions regarding this incident or need additional information, please do not hesitate to contact me.

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Very truly yours,



Sara Hollan Chelette