



MULLEN
COUGHLIN^{LLC}

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February 1, 2017

VIA U.S. 1st CLASS MAIL

Attorney General Joseph Foster
Office of the New Hampshire Attorney General
Attn: Security Breach Notification
33 Capitol Street
Concord, NH 03301

STATE OF NH
DEPT OF JUSTICE
2017 FEB -6 PM 12:23

Re: Notice of Data Event

Dear Attorney General Foster:

We represent M. Stanley Metz & Company, Inc. ("M. Stanley Metz & Co."), 1 Washington Street, Melrose, MA 02176. We are writing to provide you with notice of an event that may impact the security of personal information relating to one hundred and ten (110) New Hampshire residents. Our investigation into this incident is ongoing, and this notice will be supplemented with any substantive information learned subsequent to its submission. By providing this notice, M. Stanley Metz & Co. does not waive any rights or defenses regarding the applicability of New Hampshire law or personal jurisdiction.

Background

On December 14, 2016, M. Stanley Metz & Co. discovered that the program hosting client tax returns may have been subject to unauthorized access within its network. M. Stanley Metz & Co. immediately terminated the unauthorized access and launched an investigation, with the assistance of a forensic investigation firm, to determine what had happened and what data may have been subject to unauthorized access, and to ensure that its network was secure. Information that may have been subject to unauthorized access includes the taxpayers' names, addresses, and Social Security numbers and similar information for any dependents listed on the tax return.

Notice to New Hampshire Residents

On February 1, 2017, M. Stanley Metz & Co. began mailing notice letters to potentially affected individuals which includes one hundred and ten (110) New Hampshire residents. The notice will be provided in substantially the same form as the letter attached hereto as *Exhibit A*.

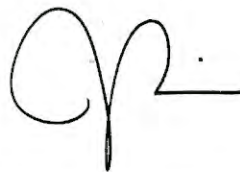
Other Steps Taken and to Be Taken

M. Stanley Metz & Co. is offering potentially affected individuals complimentary access to twenty-four (24) months of free credit monitoring and identity restoration services with Equifax. Additionally, M. Stanley Metz & Co. is providing potentially affected individuals with information on how to better protect against the possibility of identity theft and fraud, including information on how to contact the Federal Trade Commission, the state attorney general, and law enforcement to report any attempted or actual identity theft and fraud. M. Stanley Metz & Co. is taking steps to mitigate the risk that an event like happens again by, among other things, changing the manner by which employees remotely access its network, adding two-factor authentication for remote access and strengthening the required complexity of user passwords. In addition to providing notice of this incident to your office, M. Stanley Metz & Co. is providing notice of this incident to other regulators and consumer reporting agencies where required.

Contact Information

Should you have any questions regarding this notification of other aspects of this event, please contact us at 267-930-4774.

Very truly yours,

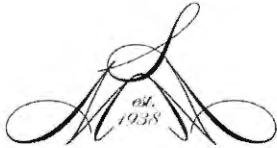
A handwritten signature in black ink, appearing to be 'JAC', with a horizontal line extending to the right.

Jennifer A. Coughlin of
MULLEN COUGHLIN LLC

JAC:ncl

Enclosure

Exhibit A



Return Mail Processing Center
PO Box 6336
Portland, OR 97228-6336

<Mail ID>
<Name>
<Address>
<City>, <State> <Zip>

<<Date>>

RE: Notice of Data Breach

Dear <Name>:

M. Stanley Metz & Company, Inc. ("M. Stanley Metz & Co.") an accounting firm that has prepared your annual tax return in the past, recently discovered an incident that may affect the security of your personal information. We are providing this notice to ensure that you are aware of the incident so that you may take steps to protect your information should you feel it is appropriate to do so.

What Happened? On December 14, 2016, M. Stanley Metz & Co. discovered that the program hosting client tax returns may have been subject to unauthorized access within our network. M. Stanley Metz & Co. immediately terminated the unauthorized access and launched an investigation, with the assistance of a forensic investigation firm, to determine what had happened and what data may have been subject to unauthorized access, and to ensure that our network was secure.

What Information Was Involved? While the investigation is ongoing, we determined that the software program hosting client tax returns may have been subject to unauthorized access. The information contained within your tax return includes your name, address and Social Security number. If you filed a joint return or listed dependents on your tax return, the personal information of these individuals would also be listed and these individuals will also be mailed a notice letter.

What We Are Doing. Immediately after discovering the unauthorized access, we took steps to prevent the continued unauthorized access and launched an investigation into the event. We have reported the event to the Internal Revenue Service. M. Stanley Metz & Co., Inc. takes the security of your personal information very seriously. We are offering you complimentary access to 24 months of free credit monitoring and identity restoration services with Equifax. The enclosed *Steps You Can Take To Protect Against Identity Theft and Fraud* contains instructions on how to enroll and receive these free services, as well as information on what you can do to better protect against identity theft and fraud. We are also notifying certain state regulators of this incident.

What You Can Do. You can enroll to receive the free credit monitoring and identity restoration services. You can also review the enclosed *Steps You Can Take to Protect Against Identity Theft and Fraud*.

For More Information. We understand that you may have questions about this letter. You can call the confidential call center we have set up in response to this incident at 844-616-6338. The call center is available Monday through Friday, 9:00 a.m. to 9:00 p.m. E.S.T.

We take the privacy of our clients' personal information seriously. We sincerely regret any inconvenience or concern this incident has caused you. The security of our clients' and their families' information is a priority to us and we have taken precautionary measures to reduce the likelihood of an incident like this from happening again.

Sincerely,

Richard Puleo

Steps You Can Take to Protect Against Identity Theft and Fraud

To help detect the possible misuse of your information, we are providing you with 24 months of free access to credit monitoring and identity restoration services with Equifax. The Equifax enrollment instructions and product description are located at the end of this letter.

We encourage you to remain vigilant against incidents of identity theft and fraud, to review your account statements, and to monitor your credit reports for suspicious activity. Under U.S. law you are entitled to one free credit report annually from each of the three major credit reporting bureaus. To order your free credit report, visit www.annualcreditreport.com or call, toll-free, 1-877-322-8228. You may also contact the three major credit bureaus directly to request a free copy of your credit report.

At no charge, you can also have these credit bureaus place a “fraud alert” on your file that alerts creditors to take additional steps to verify your identity prior to granting credit in your name. Note, however, that because it tells creditors to follow certain procedures to protect you, it may also delay your ability to obtain credit while the agency verifies your identity. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts on your file. Should you wish to place a fraud alert, or should you have any questions regarding your credit report, please contact any one of the agencies listed below.

Equifax
P.O. Box 105069
Atlanta, GA 30348
800-525-6285
www.equifax.com

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

TransUnion
P.O. Box 2000
Chester, PA 19022-2000
800-680-7289
www.transunion.com

You may also place a security freeze on your credit reports. A security freeze prohibits a credit bureau from releasing any information from a consumer’s credit report without the consumer’s written authorization. However, please be advised 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 bureau with a valid police report, it cannot charge you to place, list or remove a security freeze. In all other cases, a credit bureau may charge you a fee to place, temporarily lift, or permanently remove a security freeze. You will need to place a security freeze separately with each of the three major credit bureaus listed above if you wish to place a freeze on all of your credit files. To find out more on how to place a security freeze, you can use the following contact information:

Equifax Security Freeze
P.O. Box 105788
Atlanta, GA 30348
1-800-685-1111
(NY residents please call
1-800-349-9960)
<https://www.freeze.equifax.com>

Experian Security Freeze
P.O. Box 9554
Allen, TX 75013
1-888-397-3742
www.experian.com/freeze/center.html

TransUnion
P.O. Box 2000
Chester, PA 19022-2000
1-888-909-8872
www.transunion.com/credit-freeze

You can further educate yourself regarding identity theft, fraud alerts, and the steps you can take to protect yourself, by contacting the Federal Trade Commission or your state Attorney General. The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. Instances of known or suspected identity theft should also be reported to law enforcement. You can further educate yourself about placing a fraud alert or security freeze on your credit file by contacting the FTC or your state’s Attorney General. **For Maryland residents**, the Attorney General can be contacted at 200 St. Paul Place, 16th Floor, Baltimore, MD 21202, 1-888-743-0023, www.oag.state.md.us. This notice has not been delayed by law enforcement. **Rhode Island residents**: the Attorney General’s office can be contacted at <http://www.riag.ri.gov/index.php>, consumers@riag.ri.gov or (401) 274-4400. There were approximately 63 Rhode Island residents affected by this incident.



Activation Code: <Credit Monitoring Code>

About the Equifax Credit Watch™ Gold identity theft protection product

Equifax Credit Watch will provide you with an “early warning system” to changes to your credit file. Note: You must be over age 18 with a credit file in order to take advantage of the product.

Equifax Credit Watch provides you with the following key features and benefits:

- Comprehensive credit file monitoring and automated alerts of key changes to your **Equifax** credit report
- Wireless alerts and customizable alerts available (available online only)
- Access to your Equifax Credit Report™
- Up to \$25,000 in identity theft insurance with \$0 deductible, at no additional cost to you†
- Live agent Customer Service 7 days a week from 8 a.m. to 3 a.m. to assist you in understanding the content of your Equifax credit information, to provide personalized identity theft victim assistance, and help initiate an investigation of inaccurate information.
- 90 day Fraud Alert placement with automatic renewal functionality* (available online only)

How to Enroll: You can sign up online or over the phone

To sign up online for **online delivery** go to www.myservices.equifax.com/gold

1. Welcome Page: Enter the Activation Code provided at the top of this page in the “Activation Code” box and click the “Submit” button.
2. Register: Complete the form with your contact information (name, gender, home address, date of birth, Social Security Number and telephone number) and click the “Continue” button.
3. Create Account: Complete the form with your email address, create a User Name and Password, check the box to accept the Terms of Use and click the “Continue” button.
4. Verify ID: The system will then ask you up to four security questions to verify your identity. Please answer the questions and click the “Submit Order” button.
5. Order Confirmation: This page shows you your completed enrollment. Please click the “View My Product” button to access the product features.

To sign up for **US Mail delivery**, dial 1-866-937-8432 for access to the Equifax Credit Watch automated enrollment process. Note that all credit reports and alerts will be sent to you via US Mail only.

1. Activation Code: You will be asked to enter your enrollment code as provided at the top of this letter.
2. Customer Information: You will be asked to enter your home telephone number, home address, name, date of birth and Social Security Number.
3. Permissible Purpose: You will be asked to provide Equifax with your permission to access your credit file and to monitor your file. Without your agreement, Equifax cannot process your enrollment.
4. Order Confirmation: Equifax will provide a confirmation number with an explanation that you will receive your Fulfillment Kit via the US Mail (when Equifax is able to verify your identity) or a Customer Care letter with further instructions (if your identity can not be verified using the information provided). Please allow up to 10 business days to receive this information.

Directions for placing a Fraud Alert

A fraud alert is a consumer statement added to your credit report. This statement alerts creditors of possible fraudulent activity within your report as well as requests that they contact you prior to establishing any accounts in your name. Once the fraud alert is added to your credit report, all creditors should contact you prior to establishing any account in your name. To place a fraud alert on your credit file, visit: https://www.alerts.equifax.com/AutoFraud_Online/jsp/fraudAlert.jsp or you may contact the Equifax auto fraud line at 1-877-478-7625, and follow the simple prompts. Once the fraud alert has been placed with Equifax, a notification will be sent to the other two credit reporting agencies, Experian and Trans Union, on your behalf.

† Identity Theft Insurance underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. 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. This product is not intended for minors (under 18 years of age)

* The Automatic Fraud Alert feature made available to consumers by Equifax Information Services LLC and fulfilled on its behalf by Equifax Consumer Services LLC