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September 22, 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, NCI Group, Inc. and its brands American Building Components, DBCI, MBCI, and NCI Metal Depots (collectively, "NCI"), to notify you of a security incident involving personal information for New Hampshire residents.

On August 8, 2017, NCI learned that an unknown individual was able to access three employees' email accounts. NCI immediately launched an investigation and engaged a leading computer forensics firm to assist. While there is no indication that the unknown individual was able to access any other email accounts or systems beyond these three email accounts, the investigation determined that some NCI customers' information was contained in the accounts, including names, Social Security numbers, driver's license numbers, financial account information, and payment card numbers, expiration dates, and CVV codes.

Although NCI has no indication that information was actually viewed or misused in any way, commencing today, NCI is sending written notification via U.S. regular mail to 3 New Hampshire residents in accordance with N.H. Rev. Stat. Ann. § 359-C:20 in substantially the same form as the attached letter. Notice is being provided as expeditiously as practicable and without unreasonable delay.

NCI is offering individuals that had a Social Security number or driver's license number potentially affected one year of credit monitoring services through Kroll. NCI has also established a dedicated call center that potentially affected individuals can contact with

questions. To help prevent a similar incident from happening in the future, NCI has taken steps and is continuing to take steps to strengthen its security.

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

Sincerely,

William R. Daugherty
Counsel

Enclosure

nciGROUP, INC.

<<MemberFirstName>> <<MemberMiddleName>> <<MemberLastName>>
<<Address1>>
<<Address2>>
<<City>>, <<State>> <<ZipCode>>

<<Date>> (Format: Month Day, Year)

Dear <<MemberFirstName>> <<MemberLastName>>,

NCI Group, Inc. and its brands American Building Components, DBCI, MBCI, and NCI Metal Depots (collectively, "NCI") value the relationship we have with our customers and understand the importance of protecting your personal information. We are writing to inform you about an incident potentially involving some of your information. This notice explains the incident, measures we have taken, and some steps you can take in response.

On August 8, 2017, we learned that an unknown individual was able to access three employees' email accounts. We immediately launched an investigation and engaged a leading computer forensics firm to assist. While there is no indication that the unknown individual was able to access any other email accounts or systems beyond these three email accounts, the investigation determined that some of our customers' information was contained in the accounts, including your name and Social Security number.

Although we have no indication that your information was actually viewed or misused in any way, out of an abundance of caution, we wanted to let you know this happened and assure you we take it very seriously. As a precaution, we have secured the services of Kroll to provide identity monitoring at no cost to you for one year. Kroll is a global leader in risk mitigation and response, and their team has extensive experience helping people who have sustained an unintentional exposure of confidential data. Your identity monitoring services include Credit Monitoring, Fraud Consultation, and Identity Theft Restoration. **For more information on these identity monitoring services, including instructions on how to activate your one-year membership, as well as some additional steps you can take to protect yourself, please see the page that follows this letter.**

We regret any inconvenience or concern this may cause you. We are continuing to take steps to strengthen our security. If you have any questions, please call 1-866-599-4455, Monday through Friday, 8:00 a.m. to 5:00 p.m. Central Time.

Sincerely,

Joel Viechnicki
President, Components

ABC AMERICAN BUILDING COMPONENTS DBCI MBCI Metal Roof and Wall Systems METAL DEPOTS

??????-0917 NCI Ad SSN

ENROLL IN KROLL IDENTITY MONITORING SERVICES

To enroll, visit: my.idmonitoringservice.com

You have until January 25, 2018 to activate your identity monitoring services.

Enter membership number: <<Member ID>>

To receive credit services by mail instead of online, please call 1-866-599-4455.

NCI has engaged Kroll to provide identity monitoring services at no cost to you for one year. Kroll is a global leader in risk mitigation and response, and their team has extensive experience helping people who have experienced a data security incident. Your identity monitoring services include Credit Monitoring, Fraud Consultation, and Identity Theft Restoration.*

Single Bureau Credit Monitoring

You will receive alerts when there are changes to your credit data—for instance, when a new line of credit is applied for in your name. If you do not recognize the activity, you'll have the option to call a Kroll fraud specialist, who can help you determine if it's an indicator of identity theft.

Fraud Consultation

You have unlimited access to consultation with a Kroll fraud specialist. Support includes showing you the most effective ways to protect your identity, explaining your rights and protections under the law, assistance with fraud alerts, and interpreting how personal information is accessed and used, including investigating suspicious activity that could be tied to an identity theft event.

Identity Theft Restoration

If you become a victim of identity theft, an experienced Kroll licensed investigator will work on your behalf to resolve related issues. You will have access to a dedicated investigator who understands your issues and can do most of the work for you. Your investigator can dig deep to uncover the scope of the identity theft, and then work to resolve it.

Additional Steps You Can Take

Even if you choose not to take advantage of this complimentary credit monitoring, we recommend that you remain vigilant for incidents of fraud or identity theft by reviewing your account statements and free credit reports for any unauthorized activity. You may obtain a copy of your credit report, free of charge, once every 12 months from each of the three nationwide credit reporting companies. To order your annual free credit report, please visit www.annualcreditreport.com or call toll free at 1-877-322-8228. Contact information for the three nationwide credit reporting companies is as follows:

Equifax, PO Box 740241, Atlanta, GA 30374, www.equifax.com, 1-800-685-1111

Experian, PO Box 2002, Allen, TX 75013, www.experian.com, 1-888-397-3742

TransUnion, PO Box 2000, Chester, PA 19016, www.transunion.com, 1-800-916-8800

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

Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580, 1-877-IDTHEFT (438-4338), www.ftc.gov/idtheft

If you are a resident of Connecticut or Maryland, you may contact and obtain information from your state attorney general at:

Connecticut Attorney General's Office, 55 Elm Street, Hartford, CT 06106, 1-860-808-5318, www.ct.gov/ag

Maryland Attorney General's Office, 200 St. Paul Place, Baltimore, MD 21202, www.oag.state.md.us, 1-888-743-0023 (toll free when calling within Maryland), (410) 576-6300 (for calls originating outside Maryland)

* Kroll's activation website is only compatible with the current version or one version earlier of Internet Explorer, Chrome, Firefox, and Safari. To receive credit services, you must be over the age of 18 and have established credit in the U.S., have a Social Security number in your name, and have a U.S. residential address associated with your credit file.

Fraud Alerts: There are two types of fraud alerts you can place on your credit report to put your creditors on notice that you may be a victim of fraud—an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least 90 days. You may have an extended alert placed on your credit report if you have already been a victim of identity theft with the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies.

Credit Freezes: You may have the right to put a credit freeze, also known as a security freeze, on your credit file, so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate a freeze. A credit freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. In addition, you may incur fees to place, lift and/or remove a credit freeze. Credit freeze laws vary from state to state. The cost of placing, temporarily lifting, and removing a credit freeze also varies by state, generally $5 to $20 per action at each credit reporting company. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting companies as specified below to find out more information.

To place a security freeze on your credit report, you must send a written request to each of the three major reporting agencies by regular, certified, or overnight mail at the addresses below:

Equifax Security Freeze, PO Box 105788, Atlanta, GA 30348, www.equifax.com

Experian Security Freeze, PO Box 9554, Allen, TX 75013, www.experian.com

TransUnion Security Freeze, PO Box 2000, Chester, PA 19016, www.transunion.com

In order to request a security freeze, you will need to provide the following information:

1. Your full name (including middle initial as well as Jr., Sr., II, III, etc.)
2. Social Security number
3. Date of birth
4. If you have moved in the past five (5) years, provide the addresses where you have lived over the prior five years
5. Proof of current address such as a current utility bill or telephone bill
6. A legible photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.)
7. If you are a victim of identity theft, include a copy of the police report, investigative report, or complaint to a law enforcement agency concerning identity theft

The credit reporting agencies have three (3) business days after receiving your request to place a security freeze on your credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number ("PIN") or password or both that can be used by you to authorize the removal or lifting of the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your credit report, you must call or send a written request to the credit reporting agencies by mail and include proper identification (name, address, and Social Security number) and the PIN number or password provided to you when you placed the security freeze as well as the identity of those entities or individuals you would like to receive your credit report or the specific period of time you want the credit report available. The credit reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must send a written request to each of the three credit bureaus by mail and include proper identification (name, address, and Social Security number) and the PIN number or password provided to you when you placed the security freeze. The credit bureaus have three (3) business days after receiving your request to remove the security freeze.