

VEDDER PRICE.

STATE OF NH  
DEPT OF JUSTICE  
2017 FEB 16 AM 9:56

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CHICAGO • NEW YORK • WASHINGTON, DC  
LONDON • SAN FRANCISCO • LOS ANGELES

February 15, 2017

**VIA E-MAIL**  
**(ATTORNEYGENERAL@DOJ.NH.GOV) AND**  
**FEDERAL EXPRESS**

Attorney General of the State of New Hampshire  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301

***Re: Notification of Cybersecurity Incident Potentially Affecting a New Hampshire Resident***

To Whom It May Concern:

We represent TAB Products Co. LLC ("TAB") in connection with a recent incident that may have impacted the security of certain personal information of one (1) New Hampshire resident. TAB is reporting the inadvertent release of a 2016 W-2 form.

The investigation of this incident is ongoing, and this notice will be supplemented, if necessary, with any new significant facts discovered after its submission. By providing this notice, TAB does not waive any potential rights or defenses regarding applicability of New Hampshire law or personal jurisdiction in connection with this incident.

**Background of the Incident**

TAB is a provider of records management products and services located in Mayville, Wisconsin. On February 7, 2017, TAB discovered that it had been the victim of an email phishing scam that led a TAB employee to inadvertently release to a third party certain 2016 IRS Form W-2, Wage and Tax Statements of TAB employees. Although TAB has no definitive proof of tax fraud linked to this incident, TAB has hired experts to assist in the investigation and response, and has been in contact with law enforcement, including local law enforcement, the Criminal Investigation Division of the IRS and the FBI.

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TAB believes that the New Hampshire employee's name, address, and Social Security number were affected, along with other information contained within the W-2 form.

## Notice to the New Hampshire Resident

On or about February 16, 2017, TAB intends to notify the one (1) affected New Hampshire resident of the incident. Enclosed is a sample of the notification letter that will be sent to the New Hampshire resident via United States first-class mail.

In addition, TAB has established a call center (844-305-1930) that affected employees can contact Monday through Saturday from 8:00 a.m. to 8:00 p.m. CST to ask questions and to receive further information regarding the incident. TAB has arranged to offer one (1) year of complimentary credit monitoring and identity theft protection services through Equifax to the affected New Hampshire resident.

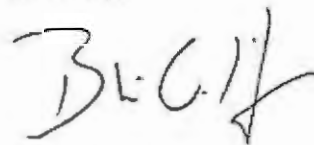
## Other Steps Undertaken and to Be Undertaken by TAB

In addition to conducting an internal investigation and working with law enforcement, TAB has redoubled its efforts to educate employees on phishing schemes and the importance of confirming the legitimacy of emails to lessen the likelihood of future incidents.

## Contact Information

Please contact me if you have any questions or if I can provide you with any further information concerning this matter. Thank you.

Sincerely,



Blaine C. Kimrey



TAB

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

STATE OF NH  
DEPT OF JUSTICE

2017 FEB 16 AM 9:56

<<Mail ID>>

<<Name 1>>

<<Address>>

<<City>><<State>><<Zip>>

<<Date>>

Dear <<Name 1>>:

TAB Products Co. LLC ("TAB") is committed to the privacy of our employees and the security of their information. As part of this commitment, we are providing you this notice regarding an information security incident that could affect you.

#### **What Happened**

TAB discovered on February 7, 2017, that certain 2016 IRS Form W-2, Wage and Tax Statements of TAB employees had been stolen as a result of an email phishing scam. Although we have no definitive proof of tax fraud linked to this incident, we're providing you this notice out of an abundance of caution.

#### **What Information Was Involved**

The information potentially at risk included your name, postal mailing address, and Social Security number.

#### **What We Are Doing**

**Investigation.** We promptly notified law enforcement of the incident, including the Criminal Investigation Division of the Internal Revenue Service and the Federal Bureau of Investigation, and we continue to work closely with the IRS.

**Mitigation.** TAB has hired Equifax to provide, at no cost to you, credit monitoring services. The details for opting in to these services are set forth below. We're also contacting Equifax, Experian and TransUnion, the national credit report companies, regarding the incident.

**Protection Against Further Harm.** We are redoubling our efforts to educate employees on phishing schemes and the importance of confirming the legitimacy of emails to lessen the likelihood of future incidents.

#### **What You Can Do**

Although we do not have any evidence that your information was misused as a result of this computer security incident, your information may be at risk. To help protect you, we have partnered with Equifax® to provide its Credit Watch Gold identity theft protection product for one year at no charge to you. A description of this product is provided in the attached material, which also contains instructions about how to enroll (including your personal activation code). If you choose to take advantage of this product, it will provide you with a notification of any changes to your credit information, up to \$25,000 Identity Theft Insurance Coverage and access to your credit report. You must complete the enrollment process by May 20, 2017. We urge you to consider enrolling in this product, at our expense, and reviewing the additional resources enclosed with this letter.



Remain vigilant for any unauthorized use your Social Security Number, including through the filing of a fraudulent tax return or through unauthorized credit transactions. You should have already received your 2016 W-2 form, and we suggest that you file your tax return as soon as possible. The IRS has been made aware of this incident and therefore will be monitoring returns associated with your Social Security Number for any signs of fraud. We also suggest that you monitor your credit reports, which you can obtain for free from the three credit reporting agencies listed below. If you suspect incidents of identity theft, you should notify local law enforcement and/or your state attorney general. We are also contacting the following credit report companies regarding the computer security incident:

Equifax  
P.O. Box 105788  
Atlanta, GA 30348  
(800) 525-6285  
www.equifax.com

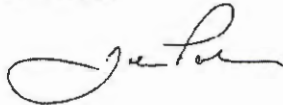
Experian  
P.O. Box 9554  
Allen, TX 75013  
(888) 397-3742  
www.experian.com

TransUnion  
Fraud Victim Asst. Div.  
P.O. Box 6790  
Fullerton, CA 92834  
(800) 680-7289  
www.transunion.com

### **For More Information**

If you have questions and concerns please contact our toll free number, 844-305-1930, between the hours of 8:00 a.m. and 8:00 p.m. Central Time. Additionally, for more information about avoiding identity theft, you can contact the Federal Trade Commission at 600 Pennsylvania Ave. N.W., Washington, D.C. 20580, 1-877-ID-THEFT, consumer.ftc.gov. Residents of Maryland may also obtain information about avoiding identity theft from the Maryland Office of the Attorney General, 200 St. Paul Place, Baltimore, MD 21202, 1-888-743-0023, www.oag.state.md.us. Residents of North Carolina may also obtain information about avoiding identity theft from the North Carolina Attorney General's Office, 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-877-5-NO-SCAM, www.ncdoj.gov.

Sincerely,



John Palmer  
Chief Financial Officer  
TAB Products Co., LLC



Activation Code: <<Insert Credit Monitoring Code>>

<p><u>About the Equifax Credit Watch™ Gold identity theft protection product</u></p> <p>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.</p>	<p>Equifax Credit Watch provides you with the following key features and benefits:</p> <ul style="list-style-type: none"><li>○ Comprehensive credit file monitoring and automated alerts of key changes to your <b>Equifax</b> credit report</li><li>○ Wireless alerts and customizable alerts available (available online only)</li><li>○ Access to your Equifax Credit Report™</li><li>○ Up to \$25,000 in identity theft insurance with \$0 deductible, at no additional cost to you*</li><li>○ 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.</li><li>○ 90 day Fraud Alert placement with automatic renewal functionality* (available online only)</li></ul>
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**How to Enroll: You can sign up online or over the phone**

<p>To sign up online for <b>online delivery</b> go to <a href="http://www.myservices.equifax.com/gold">www.myservices.equifax.com/gold</a></p> <ol style="list-style-type: none"><li>1. <u>Welcome Page</u>: Enter the Activation Code provided at the top of this page in the “Activation Code” box and click the “Submit” button.</li><li>2. <u>Register</u>: 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.</li><li>3. <u>Create Account</u>: 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.</li><li>4. <u>Verify ID</u>: 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.</li><li>5. <u>Order Confirmation</u>: This page shows you your completed enrollment. Please click the “View My Product” button to access the product features.</li></ol>	<p>To sign up for <b>US Mail delivery</b>, 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.</p> <ol style="list-style-type: none"><li>1. <u>Activation Code</u>: You will be asked to enter your enrollment code as provided at the top of this letter.</li><li>2. <u>Customer Information</u>: You will be asked to enter your home telephone number, home address, name, date of birth and Social Security Number.</li><li>3. <u>Permissible Purpose</u>: 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.</li><li>4. <u>Order Confirmation</u>: 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.</li></ol>
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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](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