



Return Mail Processing
PO Box 589
Claysburg, PA 16625-0589

February 7, 2025

M8073-L03-0000003 P001 T00001 *****SCH 5-DIGIT 12345



PARENT OR GUARDIAN OF
SAMPLE A SAMPLE - L03 MINOR
APT ABC
123 ANY STREET
ANYTOWN, ST 12345-6789



NOTICE OF DATA BREACH

Dear Parent or Guardian of Sample A. Sample,

Canyon State Electric (“we” or “our”) is writing to you, as the parent or guardian of a minor participant in our health plan, to inform you of a data security incident that we experienced that may have affected your minor’s personal information. Below are details of what happened, the steps we are taking to resolve the situation, and what we are doing to support potentially affected individuals.

WHAT HAPPENED?

On December 10, 2024, we were alerted that an unauthorized actor had accessed Canyon State’s account on a third-party human resources software system used by Canyon State. Immediately upon learning this, we began an investigation. We collaborated with security experts to assist with this investigation and determine what, if any, personal information may have been affected. Based on the results of the investigation, on January 8, 2025, we discovered that the unauthorized actor may have been able to view or acquire certain information in the human resources system between December 4 and December 10, 2024.

WHAT INFORMATION WAS INVOLVED?

The information that may have been accessed or acquired included certain information of dependents of our current and/or former employees, and may have included your minor’s name, Social Security Number, address, date of birth, and certain benefits-related information.

WHAT ARE WE DOING?

We took immediate action to investigate once we learned of the potential incident. Since that time, we have continued to take a number of steps to enhance our security protocols and controls, technology, and training. We continue to assess further options to protect our systems.

We are offering your minor complimentary access to ## months of identity monitoring services through Experian. If you wish to take advantage of this access on behalf of your minor, you will need to enroll your minor in these services, as we are not able to activate them on their behalf. Please review the instructions in the attached *Information on Credit Monitoring & Identity Theft*.

WHAT CAN YOU DO?

In addition to enrolling in identity monitoring, we always recommend that you follow best practices and remain vigilant for incidents of fraud and identity theft as described below. You can review your minor’s account statements and monitor free credit reports (in addition to the complimentary identity monitoring services). Promptly report any fraudulent activity or any suspected incidents of identity theft to your bank or other

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financial institution holding your accounts, as well as any appropriate authorities, such as your state attorney general and the Federal Trade Commission (“FTC”).

FOR MORE INFORMATION

For more information and assistance, please contact 866-579-5479, Monday through Friday from 7:00am to 7:00pm MT, excluding U.S. holidays.

Please know that we take this matter very seriously, and we apologize for any concern this may cause.

Sincerely,

Chris Williams

Chris Williams
Human Resources Manager

INFORMATION ON CREDIT MONITORING & IDENTITY THEFT

To help protect your minor's identity, we are offering complimentary access to Experian IdentityWorksSM for ## months

If you believe there was fraudulent use of your minor dependent's information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that Identity Restoration is available to you for ## months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration.

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary ##-month membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your minor dependent's personal information, please follow the steps below:

- Ensure that you **enroll by April 30, 2025** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/minorplus>
- Provide your **activation code**: ABCDEFGHI
- Provide your minor's information when prompted

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 866-579-5479 by April 30, 2025 (5:59 UTC). Be prepared to provide engagement number ENGAGE# as proof of eligibility for the Identity Restoration services by Experian

ADDITIONAL DETAILS REGARDING YOUR ##-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP

A credit card is not required for enrollment in Experian IdentityWorks. You can contact Experian immediately regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Social Security Number Trace:** Monitoring to determine whether enrolled minors in your household have an Experian credit report. Alerts of all names, aliases and addresses that become associated with your minor's Social Security Number (SSN) on the Experian credit report.
- **Internet Surveillance:** Technology searches the web, chat rooms & bulletin boards 24/7 to identify trading or selling of your personal information on the Dark Web.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARETM:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance^{**}:** Provides coverage for certain costs and unauthorized electronic fund transfers.

** The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.



Individuals are advised to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports and to promptly report any fraudulent activity or any suspected incidents of identity theft to proper law enforcement authorities, including the police and your state's attorney general as well as the Federal Trade Commission.

The following are some resources:

Federal Trade Commission ("FTC")

www.ftc.gov/idtheft

1-877-ID-THEFT (1-877-438-4338)

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580

Take Charge: Fighting Back Against Identity Theft

This is a comprehensive guide from FTC to help guard against and deal with identity theft

<https://www.identitytheft.gov/>.

Credit Bureaus

You may obtain a free copy of your minor's credit report from each of the three major credit reporting agencies once every 12 months by visiting www.annualcreditreport.com, calling 1-877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at www.annualcreditreport.com/manualRequestForm.action

Alternatively, you may elect to purchase a copy of your minor's credit report by contacting one of the three national credit reporting agencies. Contact information for the three national credit reporting agencies for the purpose of requesting a copy of your minor's credit report or for general inquiries is as follows:

| | | |
|--|---|---|
| Equifax 1-800-685-1111 www.equifax.com/personal/credit-report-services/ P.O. Box 740241 Atlanta, GA 30374 | Experian 1-888-397-3742 www.experian.com P.O. Box 4500 Allen, TX 75013 | TransUnion 1-800-888-4213 www.transunion.com/fraud P.O. Box 1000 Chester, PA 19016 |
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You can obtain additional information from the FTC and the nationwide credit reporting agencies about placing a security freeze on your minor's credit files and fraud alerts. A security freeze is a free tool that lets you restrict access to your minor's credit report, which in turn makes it more difficult for identity thieves to open new accounts in your minor's name. To place a security freeze on your minor's credit files, contact each of the nationwide credit bureaus using the contact information listed above. You will need to supply your minor's name, address, date of birth, social security number, and other personal information. You may want to consider placing a fraud alert on your minor's credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your minor's report and requests that the creditor contact you prior to establishing any accounts in your minor's name. To place a fraud alert on your minor's credit report, contact any of the three credit reporting agencies using the contact information listed above.

FOR MARYLAND RESIDENTS

You can obtain information about preventing identify theft from the FTC or:

Maryland Attorney General:

Visit the Maryland Office of the Attorney General, Identity Theft Unit at:

<http://www.marylandattorneygeneral.gov/Pages/IdentityTheft/default.aspx>

or call 410-576-6491

or write to this address:

Maryland Office of the Attorney General
Identity Theft Unit

16th Floor
200 St. Paul Place
Baltimore, MD 21202

FOR NEW MEXICO RESIDENTS

You have rights pursuant to the Fair Credit Reporting Act. We encourage you to review these rights by visiting https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf or by writing to Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

FOR NORTH CAROLINA RESIDENTS

You can obtain information about preventing identify theft from the FTC or:

North Carolina Attorney General:

Visit the North Carolina Office of the Attorney General at:

www.ncdoj.gov or call 1-877-566-7226

or write to this address:

Attorney General's Office

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Raleigh, NC 27699-9001

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SAMPLE A SAMPLE - L01 EMPLOYEE

APT ABC

123 ANY STREET

ANYTOWN, ST 12345-6789



NOTICE OF DATA BREACH

Dear Sample A. Sample,

Canyon State Electric (“we” or “our”) is writing to inform you of a data security incident that we experienced that may have affected your personal information. Below are details of what happened, the steps we are taking to resolve the situation, and what we are doing to support potentially affected individuals.

WHAT HAPPENED?

On December 10, 2024, we were alerted that an unauthorized actor had accessed Canyon State’s account on a third-party human resources software system used by Canyon State. Immediately upon learning this, we began an investigation. We collaborated with security experts to assist with this investigation and determine what, if any, personal information may have been affected. Based on the results of the investigation, on January 8, 2025, we discovered that the unauthorized actor may have been able to view or acquire certain information in the human resources system between December 4 and December 10, 2024.

WHAT INFORMATION WAS INVOLVED?

The information that may have been accessed or acquired included certain information of our current and/or former employees, and may have included your name, Social Security Number, address, date of birth, and certain benefits-related information.

WHAT ARE WE DOING?

We took immediate action to investigate once we learned of the potential incident. Since that time, we have continued to take a number of steps to enhance our security protocols and controls, technology, and training. We continue to assess further options to protect our systems.

We are offering you complimentary access to ## months of credit monitoring and identity theft restoration services through Experian. If you wish to take advantage of this access, you will need to enroll yourself in these services, as we are not able to activate them on your behalf. Please review the instructions in the attached *Information on Credit Monitoring & Identity Theft*.

WHAT CAN YOU DO?

In addition to enrolling in credit monitoring, we always recommend that you follow best practices and remain vigilant for incidents of fraud and identity theft as described below. You can review your account statements and monitor free credit reports (in addition to the complimentary credit monitoring and identity theft restoration services). Promptly report any fraudulent activity or any suspected incidents of identity theft to your bank or

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other financial institution holding your accounts, as well as any appropriate authorities, such as your state attorney general and the Federal Trade Commission (“FTC”).

FOR MORE INFORMATION

For more information and assistance, please contact 866-579-5479, Monday through Friday from 7:00am to 7:00pm MT, excluding U.S. holidays.

Please know that we take this matter very seriously, and we apologize for any concern this may cause.

Sincerely,

Chris Williams

Chris Williams
Human Resources Manager

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Please note that Identity Restoration is available to you for ## months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration.

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary ##-month membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information, please follow the steps below:

- Ensure that you **enroll by April 30, 2025** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/credit>
- Provide your **activation code**: ABCDEFGHI

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident, or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 866-579-5479 by April 30, 2025. Be prepared to provide engagement number ENGAGE# as proof of eligibility for the Identity Restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR EXPERIAN IDENTITYWORKS MEMBERSHIP

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- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.*
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARETM:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **\$1 Million Identity Theft Insurance^{**}:** Provides coverage for certain costs and unauthorized electronic fund transfers.

* Offline members will be eligible to call for additional reports quarterly after enrolling.

** The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.



Individuals are advised to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports and to promptly report any fraudulent activity or any suspected incidents of identity theft to proper law enforcement authorities, including the police and your state's attorney general as well as the Federal Trade Commission.

The following are some resources:

Federal Trade Commission ("FTC")

www.ftc.gov/idtheft

1-877-ID-THEFT (1-877-438-4338)

Federal Trade Commission
600 Pennsylvania Avenue, NW
Washington, DC 20580

Take Charge: Fighting Back Against Identity Theft

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<https://www.identitytheft.gov/>.

Credit Bureaus

You may obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months by visiting www.annualcreditreport.com, calling 1-877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print a copy of the request form at www.annualcreditreport.com/manualRequestForm.action

Alternatively, you may elect to purchase a copy of your credit report by contacting one of the three national credit reporting agencies. Contact information for the three national credit reporting agencies for the purpose of requesting a copy of your credit report or for general inquiries is as follows:

| | | |
|--|---|---|
| Equifax 1-800-685-1111 www.equifax.com/personal/credit-report-services/ P.O. Box 740241 Atlanta, GA 30374 | Experian 1-888-397-3742 www.experian.com P.O. Box 4500 Allen, TX 75013 | TransUnion 1-800-888-4213 www.transunion.com/fraud P.O. Box 1000 Chester, PA 19016 |
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You can obtain additional information from the FTC and the nationwide credit reporting agencies about placing a security freeze on your credit files and fraud alerts. A security freeze is a free tool that lets you restrict access to your credit report, which in turn makes it more difficult for identity thieves to open new accounts in your name. To place a security freeze on your credit files, contact each of the nationwide credit bureaus using the contact information listed above. You will need to supply your name, address, date of birth, social security number, and other personal information. You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any accounts in your name. To place a fraud alert on your credit report, contact any of the three credit reporting agencies using the contact information listed above.

FOR MARYLAND RESIDENTS

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Maryland Attorney General:

Visit the Maryland Office of the Attorney General, Identity Theft Unit at:

<http://www.marylandattorneygeneral.gov/Pages/IdentityTheft/default.aspx>

or call 410-576-6491

or write to this address:

Maryland Office of the Attorney General
Identity Theft Unit

16th Floor
200 St. Paul Place
Baltimore, MD 21202

FOR NEW MEXICO RESIDENTS

You have rights pursuant to the Fair Credit Reporting Act. We encourage you to review these rights by visiting https://files.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf or by writing to Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

FOR NORTH CAROLINA RESIDENTS

You can obtain information about preventing identify theft from the FTC or:

North Carolina Attorney General:

Visit the North Carolina Office of the Attorney General at:

www.ncdoj.gov or call 1-877-566-7226

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Attorney General's Office

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Raleigh, NC 27699-9001

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SAMPLE A SAMPLE - L02 ADULT

APT ABC

123 ANY STREET

ANYTOWN, ST 12345-6789



NOTICE OF DATA BREACH

Dear Sample A. Sample,

Canyon State Electric (“we” or “our”) is writing to inform you, as a participant in our health plan, of a data security incident that we experienced that may have affected your personal information. Below are details of what happened, the steps we are taking to resolve the situation, and what we are doing to support potentially affected individuals.

WHAT HAPPENED?

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ENGAGE#

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FOR MORE INFORMATION

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| Equifax 1-800-685-1111 www.equifax.com/personal/credit-report-services/ P.O. Box 740241 Atlanta, GA 30374 | Experian 1-888-397-3742 www.experian.com P.O. Box 4500 Allen, TX 75013 | TransUnion 1-800-888-4213 www.transunion.com/fraud P.O. Box 1000 Chester, PA 19016 |
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Raleigh, NC 27699-9001

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