



PO Box 290245 | Nashville, TN | 37229-9715

October 14, 2022

<First Name> <Middle Name><Last Name>
<Address 1>
<Address 2>
<City>, <State> <Zip>

Notice of Data Breach

Dear <<First Name>> <<Last Name>>,

We write to notify you of a recent incident that occurred that could affect some of your personal information. Please review this letter carefully.

What Happened

Emtec, Inc. ("Emtec") recently became aware of a ransomware event resulting in unauthorized access to Emtec systems. We are reviewing this incident and have determined that certain data files were accessible to unauthorized third parties for a period of time. We subsequently performed an assessment of these data files and determined, on September 14, that some of the files contained certain personal information at the time that the unauthorized third party had access to them. Our review to date indicates that the unauthorized access to files containing personal information may have begun on September 7, 2022 and was terminated on September 14, 2022.

What Information Was Involved

From the review, we have determined that the personal information affected may include your name, address, <<variable text 3>>. Emtec has this information because you or a person who identified you as a dependent or beneficiary worked for Emtec as an employee or contractor. We are sending you this notice as a precaution and to encourage you to take steps to monitor your personal information.

What We Are Doing

After becoming aware of the incident, Emtec undertook a review, working with third party experts and law enforcement, to determine the nature and scope of the unauthorized access and ensure it was contained. After we shut down the unauthorized access, we implemented additional security measures to help further protect against this type of incident going forward.

As an added precaution we are offering complimentary access to TransUnion's myTrueIdentity for 24 months, at no cost to you.

To activate your membership and start monitoring your personal information, please follow the steps below:

- Ensure that you enroll by January 12, 2023 (Your code will not work after this date.)
- Visit the myTrueIdentity website to enroll: www.mytrueidentity.com
- Provide your activation code: <<reference_id>>

- Follow the three steps to receive your credit monitoring service online

If you do not have access to the Internet and wish to enroll in a similar offline, paper based, credit monitoring service, via U.S. Mail delivery, please call the TransUnion Fraud Response Services toll-free hotline at 1-855-288-5422. When prompted, enter the following 6-digit telephone pass code 699139 and follow the steps to enroll in the offline credit monitoring service, add an initial fraud alert to your credit file, or to speak to a TransUnion representative if you believe you may be a victim of identity theft.

Additional details of the TransUnion myTrueIdentity service are provided in the enclosed "Additional Resources."

What You Can Do

As always, we recommend that you remain vigilant for incidents of fraud and identity theft, including by regularly viewing your account statements and monitoring your free credit reports. For more information on how you can help protect yourself, please review the enclosed "Additional Resources."

For More Information

We regret any concern or inconvenience caused by this incident. If you have further questions or concerns, please contact us at 1-866-221-2285, Monday through Friday from 8:00 a.m. to 5:00 p.m. Central Time, excluding major US holidays.

Sincerely,

Sunil Misra
CEO

Additional Resources

Additional Details Regarding Your 24-Month TransUnion myTrueldentity Membership

As a safeguard, we have arranged for you to enroll, at no cost to you, in an online credit monitoring service (myTrueldentity) for 24 months provided by TransUnion Interactive, a subsidiary of TransUnion®, one of the three nationwide credit reporting companies.

Once you are enrolled, you will be able to obtain 24 months of unlimited access to your TransUnion credit report and VantageScore® credit score by TransUnion. The daily credit monitoring service will notify you if there are any critical changes to your credit file at TransUnion®, including fraud alerts, new inquiries, new accounts, new public records, late payments, change of address and more. The service also includes the ability to lock and unlock your TransUnion credit report online, access to identity restoration services that provides assistance in the event your identity is compromised to help you restore your identity and up to \$1,000,000 in identity theft insurance with no deductible. (Policy limitations and exclusions may apply.)

You can sign up for the myTrueldentity online Credit Monitoring service anytime between now and January 12, 2023. Due to privacy laws, we cannot register you directly. Please note that credit monitoring services might not be available for individuals who do not have credit file at TransUnion®, or an address in the United States (or its territories) and a valid Social Security number, or are under the age of 18. Enrolling in this service will not affect your credit score.

If you have questions about your myTrueldentity online credit monitoring benefits, need help with your online enrollment, or need help accessing your credit report, or passing identity verification, **please contact the myTrueldentity Customer Service Team toll-free at: 1-844-787-4607**, Monday-Friday: 8am-9pm, Saturday-Sunday: 8am-5pm Eastern time.

Additional Information

You can further educate yourself regarding identity theft and the steps you can take to protect yourself, by contacting your state Attorney General or the Federal Trade Commission. Instances of known or suspected identity theft should be reported to law enforcement, your Attorney General, and the FTC.

- **The Federal Trade Commission** – 600 Pennsylvania Avenue, NW, Washington, DC 20580 – 1-877-438-4338 – TTY 1-866-653-4261 – www.ftc.gov/idtheft