



February 17, 2021

Dear [REDACTED]

Locati Architects LLC ("Locati") is writing to notify you of a recent data security incident that may have impacted the privacy of some of your personal information. Although at this time there is no indication that your information has been misused in relation to this incident, we are providing you with information about the incident, our response to it, and information related to what you may do to better protect your personal information, should you feel it appropriate to do so.

What Happened? Recently Locati became aware of suspicious activity relating to its email system and immediately launched an investigation with the assistance of outside computer forensics specialists to determine the nature and scope of the activity. The investigation determined that a Locati employee's email account was accessed without authorization at certain times between November 16, 2020 and January 25, 2021.

Unfortunately, the investigation was unable to determine whether certain emails or attachments within the email account had actually been viewed by the unauthorized actor. Therefore, in an abundance of caution, Locati performed a thorough review of the information accessible within the impacted email account and determined that your personal information was present in the account.

What Information Was Involved? Our investigation determined that at the time of the incident your name and Social Security number were accessible in a W9 within the impacted email account during the time the account was accessed.

What We Are Doing. The confidentiality, privacy, and security of your personal information are among our highest priorities, and we have strict security measures in place to protect information in our care. Upon learning of this incident, we quickly took steps to confirm the security of our systems, including our employee email accounts. We reset passwords for Locati email accounts, implemented multifactor authentication for our email account login process, and are currently reviewing our policies and procedures relating to data security.

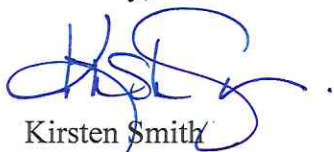
As an additional precaution, Locati is offering you access to twelve (12) months of complimentary credit monitoring services through TransUnion. Details of this offer and instructions on how to activate these services are enclosed with this letter.

What Can You Do. Please review the enclosed “Steps You Can Take to Help Protect Your Information,” which contains information on what you can do to better safeguard against possible misuse of your information. You can also enroll in the services offered by Locati by following the instructions in the enclosed document.

For More Information. We understand that you may have questions about this incident that are not addressed in this notice. If you have additional questions or concerns, please contact Kirsten Smith at 406-587-1139.

We sincerely regret the inconvenience this event may cause you.

Sincerely,



Kirsten Smith
Partner / Director of Operations