

[MIDLAND LETTERHEAD]

April 6, 2016

[first name][last name]
[address]
[city], [state] [zip]

Dear [first name, last name],

What Happened?

I am writing to make you aware that on Monday April 4, 2016, Midland Paper Packaging & Supplies was the victim of a fraudulent scheme which appears to have resulted in the mistaken release of your W2 form for the year ending December 31, 2015.

What Information Was Involved?

This incident may impact not only your tax return and refund, but also the personal information contained in your W2 form, including your first and last name, home address, and social security number.

What We Are Doing?

Immediately upon learning of this fraud, we contacted law enforcement, including the FBI and the IRS, and have been working with them ever since to investigate this incident further and catch the perpetrators. We are very sorry for any inconvenience caused by this unfortunate incident.

What You Can Do.

We take very seriously the security of our employees' information, and want to make sure you have the information you need so that you can take steps to help protect your personal information.

Recommended action by the IRS. In particular, as it relates to your tax return and refund, the IRS recommends you take the following action immediately:

- If you have already filed your tax return, your tax exposure is limited, but you should continue to monitor your accounts to ensure a duplicate return is not filed.
- If you have not yet filed your tax return, file your federal income tax return for 2015 as soon as possible so as to protect any tax refund you may be owed.
- If you try to file your tax return and it is rejected as a duplicate, your return may have been compromised. If you find your tax return has been compromised, you will need to file a paper copy of your return with the IRS, along with Form 14039, an Identity Theft Affidavit. According to the IRS, you will still receive your tax refund (if you are entitled to a tax refund), but it just may take longer as the IRS will need to confirm that you are truly the correct person to receive the refund. For more information, see the enclosed IRS Pamphlet "Identity Theft Information for Taxpayers," or visit www.identitytheft.gov.
- You can call the IRS at 1-800-908-4490 for further information and instructions.

Free credit monitoring. To further assist you in protecting yourself from identity theft, we have arranged for you to receive 24 months of free identity protection through Experian's ProtectMyID Alert program. This membership includes identity theft resolution services, a free credit report, daily credit monitoring to detect and alert you of key changes or suspicious activity found on your Experian, Equifax and TransUnion credit reports, and a \$1 million identity theft insurance policy that immediately covers certain costs including unauthorized electronic fund transfers from your bank account. Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of Chartis, Inc. The description provided in this letter 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.

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To offer added protection, you will receive ExtendCARE, which will provide you with fraud resolution support even after your ProtectMyID membership has expired. With ExtendCARE you will have access to a dedicated Identity Theft Resolution agent who will walk you through the process of fraud resolution from start to finish. This specialist will also investigate each incident of fraud, help you in contacting credit grantors to dispute charges and close accounts, and assist you with freezing credit files (if desired).

Again, this protection is being offered at no cost to you. You can register for these services by visiting the ProtectMyID Web Site: www.protectmyid.com/redeem or calling (877) 371-7902 and providing the following activation code: **[TO BE INSERTED]**. You have until **September 30, 2016** to register. If you have questions or need an alternative to enrolling online, please call (877) 371-7902 and provide Engagement #PC100630. Enrollment in ProtectMyID membership does not affect your credit score.

Other Important Information.

We encourage you to remain vigilant for instances of fraud and identity theft. You should regularly review and monitor relevant account statements and credit reports to ensure the information contained in them is accurate. If you detect any unauthorized charges on your credit or debit card(s) you can contact your card issuer. If you see anything on your credit reports that is incorrect, contact the credit reporting agency. You should report suspected incidents of identity theft to local law enforcement, your Attorney General, or the Federal Trade Commission (the "FTC"). Even if you do not find any signs of fraud on your reports or account statements, the FTC and other security experts suggest that you check your credit reports and account statements periodically. We have included more information on these steps—and how to reach these entities—at the end of this letter.

For More Information.

Once again, we sincerely apologize for any inconvenience caused by this incident. If you have any questions about this notice or this incident or require further assistance, you can contact Patti Rank at (847) 777-2858.

Sincerely,

Ralph DeLetto
Executive Vice President & CFO

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Further Cautionary Steps to Protect Against Identity Theft

You can place a fraud alert.

You may elect to place a fraud alert with the major credit reporting agencies on your credit files. Their contact information is as follows:

Equifax	Equifax Information Services LLC P.O. Box 105069 Atlanta, GA 30348-5069	800-525-6285	www.equifax.com
Experian	Experian Fraud Reporting P.O. Box 9554 Allen, Texas 75013	888-397-3742	www.experian.com
TransUnion	TransUnion LLC P.O. Box 6790 Fullerton, California 92834-6790	800-680-7289	www.transunion.com

A fraud alert lasts 90 days, and requires potential creditors to use “reasonable policies and procedures” to verify your identity before issuing credit in your name (as soon as one agency is notified, the others are notified to place fraud alerts as well). When you contact these agencies, you can also request that they provide a copy of your credit report. You can keep the fraud alert in place at the credit reporting agencies by calling again after 90 days.

You can place a security freeze.

You can also ask these same credit reporting agencies to place a security freeze on your credit report. A security freeze prohibits a credit reporting agency from releasing any information from your credit report without your written authorization. Placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make. This may include requests for new loans, credit mortgages, employment, housing or other services. If you want to have a security freeze placed on your account, you must make a request in writing by certified mail to the reporting agencies. The reporting agencies will ask you for certain information about yourself. This will vary depending on where you live and the credit reporting agency. It normally includes your name, social security number, date of birth, and current and prior addresses (and proof thereof), and a copy of government-issued identification.

The cost to place, temporarily lift, or permanently lift a credit freeze varies by state. Generally, the credit reporting agencies will charge \$5.00 or \$10.00. However, if you are the victim of identity theft who has submitted a copy of a valid investigative or incident report, or complaint with a law enforcement agency, in many states it is free. You have the right to a police report under certain state laws.

Where else can you find information about how to avoid identity theft?

The FTC, your Attorney General, and the major credit reporting agencies listed above can provide additional information on how to avoid identity theft, how to place a fraud alert, and how to place a security freeze on your credit report. You can contact the FTC on its toll-free Identity Theft helpline: 1-877-438-4338. The FTC’s website is <http://www.ftc.gov/idtheft>. Its address is Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, DC 20580. In North Carolina, you can reach the State Attorney General’s office by phone at (919) 716-6400. Its website is <http://www.ncdoj.gov> and its mailing address is:

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