



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

February 12, 2021

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SAMPLE A. SAMPLE
APT ABC
123 ANY ST
ANYTOWN, ST 12345-6789



RE: NOTICE OF DATA BREACH

Please read this entire letter.

Dear Sample A. Sample:

We are contacting you regarding a data security incident at Blueknight Energy Partners, L.P. (“Blueknight”), that Blueknight learned of in January 2021. This incident may have involved your personal information that may have included your name, Social Security Number, personal banking information including routing and account numbers, and other identifying information. As a result, your personal information may have been exposed to others. Please be assured that we are taking all appropriate steps necessary to address the incident.

What happened?

On January 12, 2021, Blueknight learned that its network had been compromised. A cyber-attack had left much of the Information Technology infrastructure, phone system, and applications inoperable. As soon as Blueknight learned that its network had experienced a cyber-attack, it engaged leading forensic, cyber-recovery first responder, credit reporting, and legal teams to assist in our incident response. On January 28, 2021, Blueknight subsequently learned that certain files and personal information of employees and former employees, otherwise only accessible by authorized Blueknight payroll administrators, may have been exposed during the cyber-attack.

We have been able to maintain normal operations, but are in the process of recovering and rebuilding certain systems and infrastructure.

What information was involved?

Among the information on the servers that were likely accessed is personal data for employees and certain former employees, which would likely include names, contact information, Social Security Numbers, and personal banking information including routing and account numbers. The information maintained in the accessed servers was collected in the normal course of business by Blueknight’s payroll department and benefits groups.

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What are we doing?

As soon as Blueknight learned that its network experienced a cyber-attack, it hired leading forensics, cyber-recovery first responder, credit reporting, and legal teams to assist in our incident response. We have also reported the incident to the United States FBI and are collaborating with them in their investigation.

We believe we cut off the attacker's access, and have been successful in safely restoring our systems. We are still working hard at our recovery of some systems and files, and in the meantime, operations have continued normally.

We take protection of your personal information extremely seriously and want to ensure that you have information that may assist you in continuing to protect your personal information.

What are we doing to protect your information?

To help protect your identity, we are offering you a company-paid one-year membership in Experian's® IdentityWorksSM. This product provides you with identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you **enroll by: May 31, 2021** (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 or would like an alternative to enrolling online in Experian IdentityWorks, please contact Experian's customer care team at **(800) 357-0823** by **May 31, 2021**. Be prepared to provide engagement number **DB25415** as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 12-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:

- **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 agents are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at (800) 357-0823. 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 (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 this Identity Restoration support is available to you for one-year 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. You will also find self-help tips and information about identity protection at this site.

What else you can do.

We recommend that you continue to review your accounts and free credit reports for suspicious activity, consistent with best practices.

Other Important Information.

You may contact one of the three major credit bureaus listed below and request that a fraud alert be placed on your credit report or request a copy of your credit report:

Equifax	Experian	TransUnionCorp
P.O. Box 105873	P.O. Box 2002	P.O. Box 1000
Atlanta, GA 30348	Allen, TX 75013-2002	Chester, PA 19022
800-525-6285	888-397-3742	800-680-7289
www.equifax.com	www.experian.com	www.transunion.com

In addition, you may contact the Federal Trade Commission ("FTC") or law enforcement to report incidents of identity theft or obtain information about fraud alerts, security freezes, and preventing identity theft:

Federal Trade Commission Consumer Response Center
600 Pennsylvania Avenue, NW Washington, DC 20580
(877) IDTHEFT (438-4338)
<http://www.ftc.gov/idtheft/>

* * *

We regret any inconvenience this may cause you. Should you have questions or concerns regarding this matter, please do not hesitate to contact us at HR@bkep.com.

Sincerely,

Kevin Veit
VP of Human Resources

* 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.

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ADDITIONAL DETAILS FOR RESIDENTS OF MARYLAND, NORTH CAROLINA, OREGON, AND RHODE ISLAND:

For those of you who reside in Maryland, North Carolina, Oregon, or Rhode Island, you may report incidents of identity theft to, or obtain information about fraud alerts, security freezes, and preventing identity theft from your respective state attorney general:

**Office of the Maryland Attorney General
Identity Theft Unit**

200 St. Paul Place, 25th Floor
Baltimore, MD 21202
Tel: 410-576-6491
Email: idtheft@oag.state.md.us

**Office of the Oregon Attorney General
Office of Consumer Protection**

Tel: 1-877-877-9392
Email: help@oregonconsumer.gov

**Office of the North Carolina Attorney General
Consumer Protection Division**

114 West Edenton Street
Raleigh, NC 27603
Tel: 1-877-5-NO-SCAM or 919-716-6000

**Office of the Rhode Island Attorney General
Consumer Protection Unit**

150 South Main Street
Providence, RI 02903
Tel: 401-274-4400
Email: consumers@riag.ri.gov

ADDITIONAL DETAILS FOR MASSACHUSETTS RESIDENTS:

For Massachusetts residents, please find below additional information on how to request a free credit freeze on your credit report with the three (3) major credit reporting agencies (Equifax, Experian, and TransUnion Corp). When requesting a credit freeze, you should be prepared to provide some or all of the following information, depending on whether you request the freeze online, by phone, or by mail:

1. Your full name (including middle initial as well as Jr., Sr., II, III, etc.)
2. Social Security number
3. Date of birth
4. Addresses where you have lived over the prior five years
5. Proof of current address, such as a current utility bill, telephone bill, rental agreement, or deed
6. A legible photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.)
7. Social Security card, pay stub, or W2
8. If you are a victim of identity theft, a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft.

You may also request a credit freeze for a minor child or a dependent, even if they do not have a credit report. Information on how to do so is available from the above credit reporting agencies. For additional information, please see the Massachusetts Attorney General's <https://mass.gov/service-details/freeze-your-credit>.