



650 Liberty Avenue
Union, NJ 07083

RECEIVED

FEB 21 2018

OFFICE OF CONSUMER PROTECTION

February 12, 2018

First Name Last Name
Address Line 1
Address Line 2
City, State ZIP

Re: Personnel Documents

Dear First Name:

We are writing to inform you that during a remodel of Bed Bath & Beyond Store # 68 in Denver, we discovered that a file cabinet containing some personnel documents was inadvertently discarded. These personnel documents included a copy of your personnel file, Form I-9 and copies of any documents you submitted to us with your Form I-9

As you may know, information in your personnel file and/or on your Form I-9 documents may include your name, address, social security number, driver's license number, direct deposit information and benefit enrollment information. At this point, we are not aware that any of your personal information has actually been taken or misused. Nor do we believe that is likely to happen.

Since we learned this information, we have been working to determine what happened, where the file cabinet might be, and what we can do to prevent this from happening again. Despite extensive efforts, we have been unable to locate the file cabinet. We have no reason to believe it was stolen, rather it was inadvertently discarded.

In an abundance of caution, we have arranged with Experian to provide you a one (1) year subscription for credit monitoring and identity theft protection services. To enroll in these complimentary services please contact Experian at 1-877-890-9332 or visit <https://www.experianidworks.com/3bplus>. You may redeem this offer until August 31, 2018. When initiating your subscription, please provide them with the following reference information: Engagement Number: DB05366 Enrollment Code: (EC).

For more information, please see the attached "Reference Guide" for more information relevant to your state. In addition, if you feel it necessary, you can contact the three major credit reporting agencies as follows:

Experian
888-397-3742

Equifax
800-525-6285

TransUnion
800-680-7289

Again, we have not determined that any of your personal information was actually taken, but wanted to let you know what happened here. We deeply apologize for any inconvenience or concern this may cause. If we can provide additional information or can answer any of your questions, please do not hesitate to reach out to me at (720) 898-0377.

Sincerely,

Nicole Tufford
District HR Manager

Reference Guide

Protection from Identity Theft

For residents of California, Illinois, Maryland, Missouri and New Mexico:

It is recommended by state law that you remain vigilant for incidents of fraud and identity theft by reviewing credit card account statements and monitoring your credit report for unauthorized activity. You may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account by contacting any one or more of the national consumer reporting agencies listed below. They can also provide you with information about fraud alerts and security freezes.

Equifax

P.O. Box 740241
Atlanta, GA 30348
1-800-685-1111
www.equifax.com

Experian

P.O. Box 2104
Allen, TX 75013
1-888-397-3742
www.experian.com

TransUnion

P.O. Box 6790
Fullerton, CA 92834-6790
1-877-322-8228
www.transunion.com

For residents of Illinois and Maryland:

State laws require us to tell you that you can obtain information from the Federal Trade Commission about steps you can take to avoid identity theft (including how to place a fraud alert or security freeze). If you are a Maryland resident, you may also be able to obtain this information from your state's Attorney General.

Federal Trade Commission

Consumer Response Center
600 Pennsylvania Avenue, NW
Washington, DC 20580
1-877-IDTHEFT (438-4338)
www.ftc.gov/bcp/edu/microsites/identitytheft/

MD Attorney General's Office

Consumer Protection Division
200 St. Paul Place
Baltimore, MD 21202
1-888-743-0023
www.oag.state.md.us