

Date

<Business Owner>  
<Company Name>  
<Street Address>  
<City, State ZIP code>

Dear <Business Owner>,

Recently Iowa Mutual, a member of Motorists Insurance Group, learned of a situation where nonpublic information may have been sent to an unauthorized third party. On Jan. 30, Iowa Mutual mistakenly inserted IRS Form 1099-Misc for certain recipients into the mailing envelopes of another IRS Form 1099-Misc recipient. The information disclosed included your name, address, income information and in some cases your Social Security number. No bank account information, payroll information or direct deposit information was involved.

While we have no indication that any personal information has been misused, the protection of our client's personal information is critical and will not be compromised. We believe misuse is unlikely. However, Iowa Mutual wants to assist you in safeguarding your personal information.

To help safeguard you from misuse of your personal information, we have arranged for you to receive 12 months of identity protection through **CyberScout** (formerly IDT911) – a company that specializes in identity theft education and resolution – **at no cost to you**.

From the date that you enroll into the credit monitoring service, **CyberScout** will provide you with access to **Triple Bureau Credit Monitoring/Triple Bureau Credit Report and public records monitoring\* services at no charge**. These services will provide you with alerts for 12 months from the date of enrollment when changes occur to any of one of your Experian, Equifax or TransUnion credit files. This notification is sent to you the same day that the change or update takes place with the bureau. Also, the following public records will be monitored: Change of Address, Court Records and Social Security number trace.

To enroll in **Credit Monitoring\*** services at no charge, please log on to [https://www.myidmanager.com/promo\\_code](https://www.myidmanager.com/promo_code) and follow the instructions provided. **When prompted, please provide the following unique code to receive services: <CODE HERE>**

To take advantage of the **CyberScout** services, or to obtain additional information about these services, **please call the CyberScout help line at 1-800-405-6108** and supply the fraud specialist with your unique code.

If you choose not to use these services, **we are strongly urging all individuals to do the following:**

If you choose to place a fraud alert on your own, you will need to contact one of the three major credit agencies directly at:

- Experian (1-888-397-3742)
- Equifax (1-800-525-6285)
- Transunion (1-800-680-7289)

Also, should you wish to obtain a credit report and monitor it on your own:

- IMMEDIATELY obtain free copies of your credit report and monitor them upon receipt for any suspicious activity. You can obtain your free copies by going to the following website: [www.annualcreditreport.com](http://www.annualcreditreport.com) or by calling them toll-free at 1-877-322-8228. Hearing impaired consumers can access their TDD service at 1-877-730-4204.
- Upon receipt of your credit report, we recommend that you review it carefully for any suspicious activity.

You can also obtain more information about identity theft and ways to protect yourself from the Federal Trade Commission (FTC). The FTC has an identity theft hotline: 877-438-4338; TTY: 866-653-4261. They also provide information online at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft).

For more information about identity theft and your tax records, we recommend that you visit the IRS Taxpayer Guide to Identity Theft at <http://www.irs.gov>. You may want to consider notifying the IRS that your tax records may be at risk by completing IRS Form 14039 (Identity Theft Affidavit) which can be located at <http://www.irs.gov/pub/irs-pdf/f14039.pdf>. You will need to send Form 14039 to the IRS along with a copy of your valid government-issued identification, such as a Social Security card, driver's license or passport to the address on the form or by faxing to 855-807-5720.

Detailed below are a few things to keep in mind when filing Internal Revenue Service Form 14039:

- All documents, including your identification, must be clear and legible.
- The identity theft marker will remain on your file for a minimum of three tax cycles.
- Any returns containing your Social Security number will be reviewed by the IRS for possible fraud.
- The marker may delay the processing of any legitimate tax return.

While CyberScout should be able to provide thorough assistance and answer most of your questions, you may still feel the need to speak with an Iowa Mutual associate regarding this incident. If so, please contact Alisha Singelmann, Enterprise Support Solutions Team Lead, at 563-659-1308.

Sincerely,



Georgia Puls  
President  
Iowa Mutual Insurance Company

SAMPLE

\* Services marked with an "\*" require an internet connection and e-mail account and may not be available to minors under the age of 18 years of age. Please note that when signing up for monitoring services, you may be asked to verify personal information for your own protection and in order to confirm your identity.