



C/O ID Experts  
P.O. Box 1907  
Suwanee, GA 30024

To Enroll, Please Call:  
1-833-431-1274  
Or Visit:  
<https://ide.myidcare.com/klinekeppel>  
Enrollment Code: <<XXXXXXXXXXXX>>

<<First Name>> <<Last Name>>  
<<Address 1>> <<Address 2>>  
<<City>>, <<State>> <<Zip>>

August 12, 2020

Dear <<First name>>:

Kline Keppel & Koryak, P.C. (“Kline Keppel”) recently discovered an incident that may affect the security of your personal information. We are writing to provide you with information about the incident, steps we are taking in response, and steps you can take to safeguard your information, should you feel it is appropriate to do so.

**What Happened?** On February 11, 2020, Kline Keppel became aware of potential unauthorized access to certain employee email accounts. Kline Keppel immediately began an investigation, with the support of computer forensic investigators, to determine the nature and scope of the event and also took steps to further enhance the security of all of Kline Keppel email accounts and its systems. The investigation confirmed that certain employee email accounts had been accessed without authorization, and that the unauthorized access began on October 26, 2019 and continued until approximately February 13, 2020. Kline Keppel then undertook a time-intensive, thorough review of the impacted email accounts and its internal files and systems in order to identify the protected information within these accounts, as well as the individuals to whom the protected information relates. This process was completed on June 3, 2020.

**What Information Was Involved?** This event involves potential unauthorized access to certain Kline Keppel employee email accounts. Kline Keppel determined that the following types of information relating to you was included in the impacted email accounts and was, therefore, potentially accessible to an unauthorized actor: Social Security number.

**What We Are Doing.** We take this incident and the security of your personal information seriously. Kline Keppel identified and addressed the issue by resetting account passwords, notifying law enforcement and bringing in third-party investigators. We have also taken additional actions to enhance our security policies, procedures and infrastructure, including in relation to employee email access. In addition to providing notice of this event to you, as well as required regulatory agencies, we are also offering you access to complimentary credit monitoring and identity restoration services through ID Experts.

**What You Can Do.** You can enroll to receive the complimentary credit monitoring and identity restoration services we are offering to you. You can also review the additional information provided on how to better protect against misuse of your information contained in the “Steps You Can Take to Protect Your Information” attached to this letter.

**For More Information.** We understand that you may have questions that are not addressed in this letter. If you have additional questions or concerns not addressed in this notice, please call our dedicated call center at 1-833-431-1274, Monday through Friday 9 am to 9 pm ET.

We apologize for any inconvenience or concern this incident causes you.

Yours sincerely,

Kline Keppel and Koryak

## Steps You Can Take to Protect Your Information

### Enroll in Credit Monitoring

As an added precaution, we are offering identity theft protection services through ID Experts®, the data breach and recovery services expert, to provide you with MyIDCare™. MyIDCare services include: 12 months of credit and CyberScan monitoring, a \$1,000,000 insurance reimbursement policy, and fully managed identity theft recovery services. With this protection, MyIDCare will help you resolve issues if your identity is compromised.

**1. Website and Enrollment.** Go to <https://ide.myidcare.com/klinekeppel> and follow the instructions for enrollment using your Enrollment Code provided at the top of the letter. The deadline to enroll in free MyIDCare services is October 31, 2020.

**2. Activate the credit monitoring** provided as part of your MyIDCare membership. The monitoring included in the membership must be activated to be effective. Note: You must have established credit and access to a computer and the internet to use this service. If you need assistance, MyIDCare will be able to assist you.

**3. Telephone.** Contact MyIDCare at 1-833-431-1274 to gain additional information about this event and speak with knowledgeable representatives about the appropriate steps to take to protect your credit identity.

### Monitor Your Accounts

We encourage you to remain vigilant against incidents of identity theft and fraud, to review your account statements, and to monitor your credit reports for suspicious activity. Under U.S. law you are entitled to one free credit report annually from each of the three major credit reporting bureaus. To order your free credit report, visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call, toll-free, 1-877-322-8228. You may also contact the three major credit bureaus directly to request a free copy of your credit report.

You have the right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a security freeze on your credit report. Should you wish to place a security freeze, please contact the major consumer reporting agencies listed below:

#### **Experian**

PO Box 9554

Allen, TX 75013

1-888-397-3742

[www.experian.com/freeze/center.html](http://www.experian.com/freeze/center.html)

#### **TransUnion**

P.O. Box 2000

Chester, PA 19016

1-888-909-8872

[www.transunion.com/credit-freeze](http://www.transunion.com/credit-freeze)

#### **Equifax**

PO Box 105788

Atlanta, GA 30348-5788

1-800-685-1111

[www.equifax.com/personal/credit-report-services](http://www.equifax.com/personal/credit-report-services)

In order to request a security freeze, you will need to provide the following information:

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

As an alternative to a security freeze, you have the right to place an initial or extended “fraud alert” on your file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the agencies listed below:

**Experian**

P.O. Box 2002  
Allen, TX 75013  
1-888-397-3742

[www.experian.com/fraud/center.html](http://www.experian.com/fraud/center.html)

**TransUnion**

P.O. Box 2000  
Chester, PA 19016  
1-800-680-7289

[www.transunion.com/fraud-victim-resource/place-fraud-alert](http://www.transunion.com/fraud-victim-resource/place-fraud-alert)

**Equifax**

P.O. Box 105069  
Atlanta, GA 30348  
1-888-766-0008

[www.equifax.com/personal/credit-report-services](http://www.equifax.com/personal/credit-report-services)

You can further educate yourself regarding identity theft, fraud alerts, security freezes, and the steps you can take to protect yourself, by contacting the consumer reporting agencies, the Federal Trade Commission, or your state Attorney General.

The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; [www.identitytheft.gov](http://www.identitytheft.gov); 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

*For North Carolina residents*, the Attorney General can be contacted at 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-877-566-7226 or 1-919-716-6000, [www.ncdoj.gov](http://www.ncdoj.gov). You can obtain information from the Attorney General or the Federal Trade Commission about preventing identity theft.

*For New York residents*, the Attorney General may be contacted at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; <https://ag.ny.gov/>.