

February 21, 2024

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VIA EMAIL (IDTHEFT@OAG.STATE.MD.US)

Office of the Attorney General
Attn: Security Breach Notification
200 St. Paul Place
Baltimore, MD 21202

Re: Notification of Data Security Incident Potentially Affecting Maryland Residents

Dear Madam/Sir:

We represent Beecken Petty O'Keefe & Company, LLC ("BPOC") in connection with a recent incident that may have impacted the security of certain personal information of six (6) Maryland residents. BPOC is reporting potential unauthorized access to this information.

By providing this notice, BPOC does not waive any potential rights or defenses regarding applicability of Maryland law in connection with this incident.

Background of the Incident

BPOC learned on or about January 27, 2024, that certain personal information of Maryland residents may have been inadvertently disclosed to third parties. BPOC mailed certain 2023 Partnership Form 1065 Schedule K-1 packages (the "Schedule K-1") for a small number of its investors to the wrong addresses. Upon learning of the incident, BPOC promptly investigated and discovered that the mistake was the result of BPOC's employees inadvertently placing certain Schedule K-1s in labeled envelopes that did not correspond to the Schedule K-1 being mailed. This was an isolated incident that was the result of simple human error and there is no systemic or ongoing threat to any individual's personal information at BPOC. BPOC has requested that each investor destroy and not disseminate the improper Schedule K-1 that he or she received, and BPOC has no evidence that any individual's information was misused in any way. BPOC is providing notice out of an abundance of caution. The information potentially at risk included name, mailing address, and/or Social Security number.

After the incident, BPOC promptly confirmed that this was an isolated incident and has provided additional training to its employees involved in the mailing process.

Notice to the Maryland Residents

On or about February 22, 2024, BPOC will notify the six (6) potentially affected Maryland residents of the incident. Enclosed is a sample of the notification letter that will be sent to those residents via United States first-class mail. BPOC has arranged to offer two (2) years of complimentary credit monitoring and identity theft protection through Experian to the potentially affected Maryland residents.

Contact Information

Please contact me if you have any questions or if I can provide you with any further information concerning this matter. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jonathon P. Reinisch". The signature is fluid and cursive, with the first name "Jonathon" being more prominent than the last name "Reinisch".

Jonathon P. Reinisch

Encl.

cc: BPOC

[Date]

Dear [First Name] [Last Name],

Beecken Petty O’Keefe & Company, LLC (“BPOC”) values and respects your privacy, which is why we’re writing to explain a recent incident in which you received an incorrect 2023 Partnership Form 1065 Schedule K-1 package (the “Schedule K-1”) from BPOC.

What happened

On January 27, 2024, BPOC learned that Schedule K-1 forms for a small number of its investors, including you, were inadvertently sent to the wrong addresses. BPOC has investigated that incident and discovered that BPOC employees inadvertently placed certain Schedule K-1s in labeled envelopes that did not correspond to the Schedule K-1 being mailed. Accordingly, you may have received another investor’s Schedule K-1, in which case **we request that you please destroy and not disseminate those documents**. If you have any questions about how to safely destroy the documents, please contact me at the number below.

This isolated incident was the result of simple human error during the process of preparing the mailings, and does not reflect any systemic problem at BPOC. We have no reason to believe that your information was compromised or misused in any way, but we are providing this notice to you out of an abundance of caution.

Enclosed with this letter is your correct Schedule K-1.

What Information Was Involved

The information potentially at risk contained in your Schedule K-1 could have included your name, mailing address, and Social Security number.

What We Are Doing

Investigation. BPOC’s systems have not been compromised in any way. This incident was the result of an inadvertent mislabeling of envelopes and, upon learning that certain investors received the incorrect Schedule K-1, BPOC promptly investigated to ensure that it was an isolated incident.

Mitigation. BPOC has requested that each inadvertent recipient of the information destroy the Schedule K-1. BPOC has also retained Experian to provide, at no cost to you, credit monitoring services. The details for opting in to these services are set forth below.

Protection Against Further Harm. We reiterate that BPOC’s systems were not impacted in any way and there is no ongoing threat that might affect your data. BPOC has provided additional training to the employees who were involved in the mailing process and will closely monitor its mailings going forward. We are not aware of any further threat to your information.

What You Can Do

To help protect your identity, BPOC is offering a complimentary 24-month membership of Experian’s® IdentityWorksSM. This product provides you with superior 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: XXXXXX (Your code will not work after this date.)
- Visit the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/credit>

- Provide your activation code: [code]

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 877-890-9332 by XXXXX. Be prepared to provide engagement number XXXXX as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 24-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 [customer service number]. 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 that occurred (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 24 months 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.

For More Information

If you have questions or concerns, please contact me directly at (312) 214-2977. Additionally, for more information about avoiding identity theft, you can contact the Federal Trade Commission at 600 Pennsylvania Ave. N.W., Washington, D.C. 20580, 1-877-ID-THEFT, consumer.ftc.gov.

Sincerely,

Gladys Cordova
Principal/CFO/CCO

Additional Recommended Steps to Help Protect Your Information

1. Review your credit reports. We recommend that you remain vigilant by reviewing account statements and monitoring credit reports. Under federal law, you also are entitled every 12 months to one free copy of your credit report from each of the three major credit reporting companies. To obtain a free annual credit report, go to www.annualcreditreport.com or call 1-877-322-8228. You may wish to stagger your requests so that you receive a free report by one of the three credit bureaus every four months.

You should also know that you have the right to file a police report if you ever experience identity fraud. Please note that in order to file a crime report or incident report with law enforcement for identity theft, you will likely need to provide some kind of proof that you have been a victim. A police report is often required to dispute fraudulent items. You can report suspected incidents of identity theft to local law enforcement or to the Attorney General.

2. Place Fraud Alerts with the three credit bureaus. If you choose to place a fraud alert, we recommend you do this after activating your credit monitoring. You can place a fraud alert at one of the three major credit bureaus by phone and also via Experian's or Equifax's website. A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. The contact information for all three bureaus is as follows:

Credit Bureaus

Equifax Fraud Reporting
1-866-349-5191
P.O. Box 105069
Atlanta, GA 30348-5069
www.equifax.com

Experian Fraud Reporting
1-888-397-3742
P.O. Box 9554
Allen, TX 75013
www.experian.com

TransUnion Fraud Reporting
1-800-680-7289
P.O. Box 2000
Chester, PA 19022-2000
www.transunion.com

It is necessary to contact only ONE of these bureaus and use only ONE of these methods. As soon as one of the three bureaus confirms your fraud alert, the others are notified to place alerts on their records as well. You will receive confirmation letters in the mail and will then be able to order all three credit reports, free of charge, for your review. An initial fraud alert will last for one year.

Please Note: No one is allowed to place a fraud alert on your credit report except you.

3. Security Freeze. By placing a security freeze, someone who fraudulently acquires your personal identifying information will not be able to use that information to open new accounts or borrow money in your name. You will need to contact the three national credit reporting bureaus listed above to place the freeze. Keep in mind that when you place the freeze, you will not be able to borrow money, obtain instant credit, or get a new credit card until you temporarily lift or permanently remove the freeze. There is no cost to freeze or unfreeze your credit files.

4. You can obtain additional information about the steps you can take to avoid identity theft from the following agencies. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them.

Maryland Residents: Office of the Attorney General of Maryland, Consumer Protection Division 200 St. Paul Place Baltimore, MD 21202, www.oag.state.md.us/Consumer, Telephone: 1-888-743-0023.

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/>.

North Carolina Residents: Office of the Attorney General of North Carolina, 9001 Mail Service Center Raleigh, NC 27699-9001, www.ncdoj.gov, Telephone: 1-919-716-6400.

All US Residents: Identity Theft Clearinghouse, Federal Trade Commission, 600 Pennsylvania Avenue, NW Washington, DC 20580, www.consumer.gov/idtheft, 1-877-IDTHEFT (438-4338), TTY: 1-866-653-4261.