



C/O ID Experts  
 PO Box 10444  
 Dublin, OH 43017-4044

To Enroll, Please Call:  
 (877) 982-1596  
 Or Visit:  
[www.IDExpertsCorp.com/protect](http://www.IDExpertsCorp.com/protect)  
 Enrollment Code: [XXXXXXXXXX]

January 05, 2018

[FIRST NAME, LAST NAME]  
 [ADDRESS]  
 [CITY, STATE ZIP CODE]

**Notice of Data Breach**

Dear [FIRST NAME, LAST NAME]:

We are writing to inform you of a recent data security incident that may have resulted in unauthorized access to your personal information. We take our obligations to protect and ensure the proper use of your information very seriously. That is why, while we have no evidence that your personal information was actually compromised, we are being extremely cautious and offering you three years of identity protection services and informing you of steps we have taken and the steps you may wish to take to further protect your information. This letter supplements information you may have previously received and more fully describes what happened and what you should do now.

**What Happened?**

On October 16, 2017, we learned that one of our employees had been the victim of a phishing attack. Since learning of this incident, we have been diligently investigating what information the attackers potentially viewed, and who was potentially impacted. Due to the type of files potentially exposed and the fact that the files were on a third-party hosted email system, we have had our team working to obtain appropriate third party log files and collect the information necessary to notify individuals. We apologize that we were not able to complete the process sooner.

Through our investigation, we have determined that the attackers could have viewed HR files containing personal information from August 11, 2017 until October 16, 2017. In some cases, these files may have included limited personal information about dependents identified by certain Appen employees hired in 2017, or personal information submitted in 2017 by certain individuals for Appen to run a required background check. While we do not have evidence that the attackers actually viewed and acquired your personal information, despite our best efforts, we are not able to rule out the possibility.

**What Information Was Involved?**

It is possible that personal information may have been accessed and acquired during this exposure. In some cases, this could include full name, postal address, email address, date of birth, Social Security number, financial account information, insurance information, background check information (if a background check was necessary for your position) and copies of documents submitted with an I-9 form to establish identity and employment authorization.

**What Are We Doing?**

We are working with a leading cybersecurity firm to support our investigation and have taken measures to ensure the unauthorized access to our systems has been stopped. Additionally, we are in the process of implementing additional measures with regard to security and user education designed to prevent a recurrence of a fraudulent phishing scheme.

As an added precaution, we are offering you the MyIDCare identity theft protection services through ID Experts®, at no cost to you. ID Experts' fully managed recovery services will include: 36 months of Single Bureau Credit Monitoring, a \$1,000,000 insurance reimbursement policy, exclusive educational materials and complete access to their fraud resolution representatives. With this protection, ID Experts will work on your behalf to resolve issues, in the event your identity is compromised.

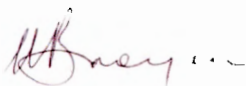
**What You Can Do:**

We encourage you to enroll in the ID Experts® service at [www.idexpertscorp.com/protect](http://www.idexpertscorp.com/protect) and use the redemption code provided above. You may enroll by phone if you prefer by calling (877) 982-1596, Monday through Friday from 8 am - 8 pm Eastern Time.

You will find detailed instructions for enrollment on the enclosed "Steps You Can Take To Further Protect Your Information" document. Also, you will need to reference your access code when calling or enrolling on the website, so please do not discard this letter.

We deeply regret any inconvenience this may cause you.

Sincerely,

A handwritten signature in red ink, appearing to read "Mark Brayan".

Mark Brayan  
CEO

## Steps You Can Take To Further Protect Your Information

**Minors, under the age of 18, should not have a credit history established and are under the age to secure credit. Therefore credit monitoring may not be applicable at this time. All other services provided in the membership will apply. No one is allowed to place a fraud alert on your credit report except you, please follow the instructions below to place the alert.**

**Website and Enrollment.** Go to [www.idexpertscorp.com/protect](http://www.idexpertscorp.com/protect) and follow the instructions for enrollment using your Access Code provided above. Once you have completed your enrollment, you will receive a welcome letter by email (or by mail if you do not provide an email address when you sign up). The welcome letter will direct you to the exclusive ID Experts' Member Website where you will find other valuable educational information.

**Activate the credit monitoring provided as part of your membership with ID Experts, paid for by Appen.** Credit monitoring is included in the membership, but you must personally activate it for it 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, ID Experts will be able to assist you.

**Review Your Account Statements and Notify Law Enforcement of Suspicious Activity.** As a precautionary measure, we recommend that you remain vigilant by reviewing your account statements and credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained. You also should promptly report any fraudulent activity or any suspected incidence of identity theft to proper law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (FTC).

**File Your Tax Return Early.** Consider filing your tax returns as early as possible to minimize the chances of tax-related identity theft. If you believe you are an actual or potential victim of identity theft and would like the IRS to mark your account to identify any questionable activity, please complete *Form 14039, Identify Theft Affidavit*, available at <https://www.irs.gov/pub/irs-pdf/f14039.pdf>, and submit it to the appropriate address per the form instructions. Additional information on ways you can reduce your risk and steps you can take if you believe you have become a victim of tax-related identity theft can be found in the IRS's *Taxpayer Guide to Identity Theft*, available at <https://www.irs.gov/newsroom/taxpayer-guide-to-identity-theft>.

**Obtain a Copy of Your Credit Report.** You may obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months by visiting <http://www.annualcreditreport.com/>, calling toll-free 877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can print this form at <https://www.annualcreditreport.com/cra/requestformfinal.pdf>. You also can contact one of the following three national credit reporting agencies:

<b>TransUnion</b> P.O. Box 1000 Chester, PA 19016 1-877-322-8228 <a href="http://www.transunion.com">www.transunion.com</a>	<b>Experian</b> P.O. Box 9532 Allen, TX 75013 1-888-397-3742 <a href="http://www.experian.com">www.experian.com</a>	<b>Equifax</b> P.O. Box 105851 Atlanta, GA 30348 1-800-525-6285 <a href="http://www.equifax.com">www.equifax.com</a>	<b>Free Annual Report</b> P.O. Box 105281 Atlanta, GA 30348 1-877-322-8228 <a href="http://annualcreditreport.com">annualcreditreport.com</a>
---	---	--	---

**Place a Fraud Alert on Your Credit Report.** You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any accounts in your name. To place a fraud alert on your credit report, contact any of the three credit reporting agencies identified above. Additional information is available at <http://www.annualcreditreport.com>.

**Place a Security Freeze on Your Credit File.** In some US states, you have the right to put a security freeze on your credit file. This will prevent new credit from being opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A security freeze is designed to prevent potential creditors from accessing your credit report without your consent. As a result, using a security freeze may interfere with or delay your ability to obtain credit. You must separately place a security freeze on your credit file with each credit reporting agency. If you request a security

freeze from a consumer reporting agency there may be a fee up to \$10 to place, lift or remove the security freeze. In order to place a security freeze, you may be required to provide the consumer reporting agency with information that identifies you including your full name, Social Security number, date of birth, current and previous addresses, a copy of your state-issued identification card, and a recent utility bill, bank statement or insurance statement.

**Additional Free Resources on Identity Theft:** You can obtain information from the consumer reporting agencies, Federal Trade Commission or from your respective state Attorney General about steps you can take toward preventing identity theft. You may report suspected identity theft to local law enforcement, including to the Federal Trade Commission or to the Attorney General in your state. Residents of North Carolina can obtain more information from their Attorneys General using the contact information below.

**Federal Trade Commission**  
600 Pennsylvania Ave, NW  
Washington, DC 20580  
consumer.ftc.gov, and  
ftc.gov/idtheft  
1-877-438-4338

**North Carolina Attorney General**  
9001 Mail Service Center  
Raleigh, NC 27699  
ncdoj.gov  
1-877-566-7226

2018 JAN -9 AM 10:08

STATE OF NH  
DEPT OF JUSTICE