



VZ - LEGAL / ARLINGTON

1515 North Courthouse Road
Suite 500
Arlington, VA 22201
(703) 351-3000

FROM: Drew Arena Fax No. 703-351-3667

Date: <u>02/28/06</u>		Number of pages including cover:	
TO:		PHONE / FAX NUMBER:	
1.	<u>CPB: Security Breach Notification</u>	Phone Number:	Fax Number: <u>518-474-2474</u>
2.		Phone Number:	Fax Number:
3.		Phone Number:	Fax Number:
4.		Phone Number:	Fax Number:
5.		Phone Number:	Fax Number:
REMARKS: Urgent <input type="checkbox"/> For Your Review <input type="checkbox"/> Reply <input type="checkbox"/> Please comment ASAP <input type="checkbox"/>			
COMMENTS:			

This telecopy transmission contains Verizon confidential and/or legally privileged information intended only for the addressee(s). If you are not an intended recipient, do not disclose, copy, distribute or take any action in reliance on these documents. Instead, please notify this office by telephone (703-351-3000) immediately to arrange for their return to us at no cost to you.

PLEASE SUBMIT THIS FORM TO ALL THREE (3) STATE AGENCIES as follows:

Fax this form to the Consumer Protection Board (CPB):

CPB:

Security Breach Notification-

Fax: 518-474-2474

and also **Fax & Mail** this form to:

NYS Office of Cyber Security and Critical Infrastructure Coordination (CSCIC):

30 South Pearl St.

Floor P2

Albany, NY 12207

Fax: 518-474-9090

Attorney General:

Asst. Attorney General in Charge

Bureau of Consumer Frauds

120 Broadway - 3rd Floor

New York, NY 10271

Fax: 212-416-6003



Verizon takes the security of personal information very seriously and deeply regrets that an incident occurred. We are reviewing security procedures to ensure the protection of company property and safeguarding of personally identifiable information. For more information about detecting and dealing with identity theft, you may wish to visit the web site of the Federal Trade Commission at <http://www.ftc.gov>.

Please do not hesitate to call the Verizon Identity Theft Hotline (1-877-275-8847) if you have any questions or need further assistance. This service is available from 8:00 a.m. to 6:00 p.m. ET, Monday through Friday.

We will contact you if the stolen information is recovered or if there are any other significant developments. We will also contact you personally if you are experiencing difficulty with your identity.

IMPORTANT NOTICE FROM VERIZON

March 1, 2006

Dear **[Name]**,

We are writing to inform you that on January 30, 2006, two laptops containing company data were stolen from a Verizon facility. The appropriate security and police personnel were contacted and a police report was filed.

We have determined that the stolen laptops may contain personally identifiable information relating to you, including your name and Social Security number.

The laptops were password protected, and at this point it appears that the theft was a random criminal act. We have no reason to believe that any of the information on these laptops has been accessed or misused. The laptops, however, have not been recovered and given the increased risks and sensitivity surrounding identity theft, we urge you to be vigilant for any signs of identity theft. To protect you against the potential consequences of this incident, we have taken the following steps:

We have contacted the three major credit agencies, Experian, Equifax, and TransUnion, to inform them of this incident.

We have partnered with ConsumerInfo.com, an Experian company, to provide you with two full years of credit monitoring. This credit monitoring membership includes an initial 3-Bureau Credit Report. It will enable you to identify any possible fraudulent use of your information. The credit monitoring service, Triple AdvantageSM, will identify and notify you of any key changes that may be a sign of identity theft. Your complimentary membership includes:

- o One 3-Bureau Report when you sign up
- o Unlimited access to your Experian Credit Report and Credit Score
- o Monitoring of all three of your national credit reports every day
- o E-mail alerts when key changes are identified
- o \$50,000 identity theft insurance coverage provided by Virginia Surety Company, Inc.
- o Access to fraud resolution representatives

You have ninety (90) days to activate this membership, which will then continue for 24 full months. We encourage you to activate your credit monitoring membership quickly. To redeem your Triple Advantage membership, please visit <http://partner.experiandirect.com/premium> and enter the code provided below (disregard any pricing information). You will be instructed on how to initiate your online membership.

Your Credit Monitoring Access Code: [insert promo code]

The Verizon logo is contained within a rectangular box. The text "Verizon LOGO" is printed in a bold, sans-serif font.

IMPORTANT NOTICE FROM VERIZON

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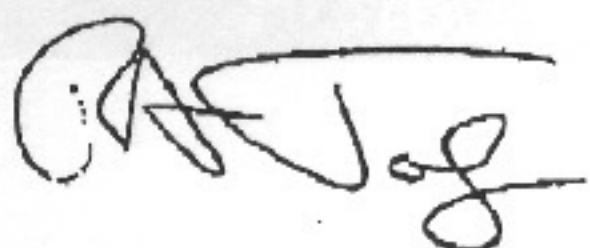
Your Credit Monitoring Access Code: [insert promo code]

Verizon takes the security of personal information very seriously and deeply regrets that this incident has occurred. We are reviewing security procedures to ensure the protection of company property and the safeguarding of proprietary information. For more information about detecting and dealing with identity theft, you may wish to visit the web site of the Federal Trade Commission at <http://www.consumer.gov/idtheft/>.

We will contact you if the stolen laptops are recovered or if there are any other significant developments relating to your personal information. In the meantime, we urge you to be vigilant in monitoring for identity theft.

Please do not hesitate to call the Verizon Business HR Live team at (800) 932-7947 if you have any questions or need further assistance.

Sincerely,



Robert A. Toohy
Senior Vice President, Human Resources
Verizon Business