



Facsimile

To: CPB
From: Global Privacy
Date: March 19, 2007
Subject: Security Breach Notification
Pages: 1 of 5 (including cover page)

Pitney Bowes Inc
Global Privacy

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

Fax this form to:

CPB:

Security Breach Notification-

Fax: 518-474-2474

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

30 South Pearl St.

Floor P2

Albany, NY 12207

Fax: 518-474-9090

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

Attorney General:

Asst. Attorney General in Charge

Bureau of Consumer Frauds

120 Broadway - 3rd Floor

New York, NY 10271

Fax: 212-416-6003

[Pitney Bowes Letterhead]

March | 1, 2007

[Employee Name]
[Employee Street Address]
[Employee City, State and Zip]

Dear **[Employee Name]**:

This letter is to notify you that on February 18, 2007, a laptop computer was stolen from a Pitney Bowes employee in Atlanta. Personal information of 83 employees may have been stored on the stolen computer. Your personal information, including your name, date of birth, Social Security number and pay rate, may have been on the computer.

At this time, we do not know whether this information has been accessed, misused or disclosed to others. The appropriate law enforcement authorities have been notified about this crime and we are hopeful that the computer will be recovered without incident.

We take our obligation to safeguard the personal information you entrust to us very seriously and, therefore, we are bringing this incident to your attention so you can take steps to protect yourself from the possibility of identity theft.

To protect yourself, you should obtain a credit report from each of the three national consumer reporting companies. Each of these three companies is required by law to give you one free credit report each year. Therefore, every four months you could obtain a free credit report. To order your free annual credit report from one or all of the national consumer reporting companies, visit www.annualcreditreport.com, call toll-free 877-322-8228, or complete the Annual Credit Report Request Form on the Federal Trade Commission's website at www.ftc.gov and mail it to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348-5281. Do not contact the three nationwide consumer reporting companies individually. They provide free annual credit reports only through the above means.

When you receive your credit reports, please review them carefully. Look for accounts you did not open. Look for inquiries from creditors you did not initiate. And look for personal information, such as your home address and Social Security number, that is not accurate. Errors in this information may be a warning sign of possible identity theft. You should notify the credit bureaus of any inaccuracies in your report, whether due to error or fraud, as soon as possible so the information can be investigated and, if found to be an error, corrected. If there are accounts or charges you did not authorize, immediately notify the appropriate credit bureau by telephone and in writing. If you see anything you do not understand, call the credit reporting agency at the telephone number on the report. Even if you do not find any signs of fraud on your credit reports, we recommend that you check your reports periodically.

[Pitney Bowes Letterhead]

If you find suspicious activity on your credit reports, call your local police or sheriff's office and file a report of identity theft. Get a copy of the police report. You may need to give copies to creditors to clear up your records.

To further protect yourself, you might want to consider placing a fraud alert on your credit file. A fraud alert lets creditors know to contact you before opening new accounts. To place a fraud alert on your credit file, just call any one of the three credit reporting agencies at the numbers below. The agency that accepts your request will share your request with the other two credit reporting companies, which will add the alert to your file or request that you provide them additional information. Once you request a fraud alert, you are entitled to a free credit report.

Equifax	800-525-6285	www.equifax.com
Experian	888-397-3742	www.experian.com
Trans Union	800-680-7289	www.transunion.com

We assure you that we understand the inconvenience this may cause you. To assist you, Pitney Bowes is offering you one year of free credit monitoring. Credit monitoring is a service by which your credit report is monitored and you are notified of changes to your credit report. To take advantage of this offer, please call me at 770-857-0288 for further information. We assure you that we will seek to provide you with all the reasonable support you may need to assist you in protecting yourself in connection with this event.

For more information on identity theft, you may contact the Federal Trade Commission's Identity Theft Hotline toll-free at 877-IDTHEFT (877-438-4338) or visit their website at www.ftc.gov. In addition, Delaware residents may contact the Consumer Protection Unit of the Delaware Department of Justice toll-free at 800-220-5424. You may also review the Delaware Department of Justice's Identity Theft Victim Kit online by visiting www.state.de.us/attgen/fraud/consumerprotection/idtheft.html. We hope this information is helpful to you. Again, we deeply regret any inconvenience this may cause you.

Very truly yours,

Karen Brewer
Senior Human Resources Generalist
Pitney Bowes