

Date

Dear:

Please read this email in its entirety.

We were recently notified that an unauthorized person attempted to access our systems. These systems store partner and customer information such as names, addresses, social security numbers provided on W9s, and/or email addresses.

While we have no evidence that any of your personal information was accessed or misused in any manner, we are taking appropriate precautionary measures to ensure your financial security and help alleviate concerns you may have.

What are we doing to address this situation?

We have long employed a wide range of security measures to ensure the confidentiality of everyone's personal information. Since receiving notice of the attempt on December 3, 2014, we have implemented new security measures to ensure the confidentiality of the personal information of those we serve.

That's why Fast Forward Academy is providing you with access to **Triple Bureau Credit Monitoring*** services at no charge. These services provide you with alerts for twelve months from the date of enrollment when changes occur to any of one of your Experian, Equifax or TransUnion credit files. This notification is sent to you the same day that the change or update takes place with any of the three bureaus. These services will be provided by IDT911, a company that specializes in identity theft education and resolution.

How do I enroll in the free services?

To enroll in **Triple Bureau Credit Monitoring*** services at no charge, please log on to https://www.myidmanager.com/promo_code.html and follow the instructions provided. **When prompted, please provide the following unique code to receive services: <CODE HERE>**

To take advantage of the **IDT911** services, or to obtain additional information about these services, **please call the IDT911 help line at 1-866-717-9429** and supply the fraud specialist with your unique code.

What can I do on my own to address this situation?

If you choose not to use these services, we recommend notifying your payment card's issuing bank to inform them that your account may be at an increased risk for fraud and so that they can flag your account. We also encourage you to monitor your account(s) closely for any suspicious activity and to notify your financial institution immediately if you notice any unauthorized transactions.

In addition, you have the option to do the following:

* Services marked with an "*" require an internet connection and e-mail account and may not be available to minors under the age of 18 years of age. Please note that when signing up for monitoring services, you may be asked to verify personal information for your own protection and in order to confirm your identity.

If you choose to place a fraud alert on your own, you will need to contact one of the three major credit agencies directly at:

- **Experian (1-888-397-3742)**
- **Equifax (1-800-525-6285)**
- **Transunion (1-800-680-7289)**

Also, should you wish to obtain a credit report and monitor it on your own:

- **IMMEDIATELY** obtain free copies of your credit report and monitor them upon receipt for any suspicious activity. You can obtain your free copies by going to the following website: www.annualcreditreport.com or by calling them toll-free at 1-877-322-8228. (Hearing impaired consumers can access their TDD service at 1-877-730-4204.)
- **Upon receipt of your credit report**, we recommend that you review it carefully for any suspicious activity.
- Be sure to report any suspicious activity promptly to IDT911.

What if I want to speak with you regarding this incident?

Please call the IDT911 help line at 1-800-405-6108. Someone is available to speak with you Monday through Friday between the hours of 8 a.m. to 5 p.m. EST.

At Fast Forward Academy, we take our responsibilities to protect your information very seriously. We sincerely regret any inconvenience this may cause you.

Sincerely,

Fast Forward Academy

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