

February 22, 2016

[REDACTED]

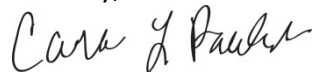
Dear [REDACTED]:

We are sending this letter to you as part of the Village of Oak Park's commitment to your personal privacy. We take privacy very seriously, and it is important to us that you are made fully aware of a potential privacy issue. We recently learned that your personal information, including your name, your social security number, and information about your health benefits were compromised. Specifically, on January 22, 2016, it was discovered that an individual connected with the Village of Oak Park's health plan sent information containing your personal data to the individual's private e-mail address without authorization by the Village. We have conducted an extensive investigation to determine the individual's intended actions and we have not received any indication during this investigation that the information has been accessed or used by this individual in any way that would cause harm to you.

Be assured that the Village is taking steps with respect to this incident to prevent any further disclosure of your private information. Additionally, we recommend that you closely monitor your bank, credit card, and other financial statements for any unauthorized activity. For your reference, contact information is listed on the following page for credit reporting agencies and the Federal Trade Commission. You can contact these agencies for more information on fraud alerts and security freezes. If you would like to place an alert on your bank account or change your bank account number, please contact your bank.

Finally, we have taken steps to limit this type of data breach in the future, and enhanced the Village's internal security protocols within its IT systems. If you have specific questions about this incident, please contact me at 708-358-5770. You may also speak with Deputy Village Manager Lisa Shelley at 708-358-5770.

Sincerely,



Cara Pavlicek  
Village Manager

## INFORMATION ABOUT PREVENTING IDENTITY THEFT

It is important that you remain vigilant about the possibility of fraud and identity theft by reviewing your credit card, bank, and other financial statements for unauthorized activity. You can also obtain a copy of your credit report directly from the three nationwide credit reporting agencies. To get a free copy of your credit report once every 12 months, you should visit [www.annualcreditreport.com](http://www.annualcreditreport.com) or call toll free at 1-877-322-8228.

Equifax  
PO box 7402401  
Atlanta, GA 30374  
[www.equifax.com](http://www.equifax.com)  
1-800-525-6285

Experian  
PO Box 2002  
Allen, TX 75013  
[www.experian.com](http://www.experian.com)  
1-888-397-3742

TransUnion  
PO Box 2000  
Chester, PA 19022  
[www.transunion.com](http://www.transunion.com)  
1-800-680-7289

If you believe that you are the victim of identity theft or have reason to believe your personal information has been misused, you should immediately contact the Federal Trade Commission (FTC). You can reach the Federal Trade Commission at:

Federal Trade Commission  
600 Pennsylvania Avenue, NW  
Washington, D.C. 20580  
[www.ftc.gov/idtheft](http://www.ftc.gov/idtheft)  
1-877-438-4338

The FTC and the credit reporting agencies can give you assistance with steps you can take to protect your identity, and these agencies can also assist you with information about fraud alerts and security freezes. You can also contact your local law enforcement authorities and file a police report if your information has been stolen.