# **EXHIBIT 1**

The investigation into this matter is ongoing, and this notice will be supplemented with any new significant facts learned subsequent to its submission. By providing this notice, InStream does not waive any rights or defenses regarding the applicability of Maine law, the applicability of the Maine data event notification statute, or personal jurisdiction.

## **Nature of the Data Event**

InStream became aware of performance issues impacting certain systems in its Buffalo office and immediately began an investigation. The investigation determined that an unknown actor accessed certain systems in that office between July 20, 2024, and July 25, 2024, and during this time files were copied.

As part of the investigation, InStream launched a review of the potentially impacted data to determine what information may be involved and to whom it relates. The review concluded recently and determined that personal information related to individuals was involved, including name and Social Security number.

## **Notice to Maine Residents**

On October 16, 2024, while the review was ongoing, InStream began notifying individuals of the Event. On April 23, 2025, the review concluded, and InStream began notifying relevant data owners of the Event, its impact, and an offer to provide notification on their behalf. On June 4, 2025, Instream provided written notice of the Event to six (6) Maine residents. Written notice is being provided in substantially the same form as the letter attached here as *Exhibit A*.

# Other Steps Taken and To Be Taken

Upon discovering the performance issues, InStream moved quickly to investigate and respond. The investigation actions included steps to access and secure the network, taking certain systems offline, reviewing the involved systems and files, notifying law enforcement, and notifying potentially involved clients and individuals as information became available. As part of its ongoing commitment to information security, Instream is reviewing and enhancing its existing policies, procedures, and security tools to reduce the likelihood of a similar event from occurring in the future.

As an added precaution, InStream is offering potentially impacted individuals access to credit monitoring services for twelve (12) months, through Experian, at no cost to the individuals. Additionally, InStream's notice includes guidance on how to better protect against identity theft and fraud. InStream is also providing individuals with information on how to place a fraud alert and security freeze on one's credit file, the contact details for the national consumer reporting agencies, information on how to obtain a free credit report, a reminder to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports, and encouragement to contact the Federal Trade Commission, their state Attorney General, and law enforcement to report attempted or actual identity theft and fraud.

InStream is providing written notice of the Event to relevant state and federal regulators, and to the three major credit reporting agencies, Equifax, Experian, and TransUnion. InStream posted notice of the event on its website and is notifying the media in relevant jurisdictions.

# **EXHIBIT A**



PO Box 589 Claysburg, PA 16625-0589

June 4, 2025



N4477-L01-0000001 P001 T00001 \*\*\*\*\*\*\*\*\*SCH 5-DIGIT 12345 SAMPLE A SAMPLE - L01 STATE LAW APT ABC 123 ANY STREET ANYTOWN, ST 12345-6789

[Notice of Data Breach - CA Only]

Dear Sample A. Sample:

InStream, LLC ("InStream") writes to inform you of an event that may involve some of your information. InStream is a data storage and digitization company that was hired by [DATA OWNER]. This notice provides information about the event, our response, and resources available to you to help protect your information from possible misuse, should you feel it is necessary to do so.

What Happened? We became aware of performance issues impacting certain systems in our Buffalo office and immediately began an investigation. The investigation determined that an unknown actor accessed certain systems in that office between July 20, 2024 and July 25, 2024, and during this time files were copied.

As part of the investigation, InStream conducted a thorough review of the files to determine what clients and information were involved, and to whom the information relates. That review concluded on April 23, 2025.

What Information Was Involved? The review of the impacted files identified your name and the following information related to you: [DATA ELEMENTS]. Please note, there is currently no evidence of actual or attempted fraud or identity theft related to this event.

What We Are Doing. We take this event very seriously and we moved quickly to investigate and respond. The investigation actions included steps to access and secure the network, taking certain systems offline, reviewing the involved systems and files, notifying law enforcement, and notifying potentially involved clients and individuals as information becomes available. As part of our ongoing commitment to information security, we reviewed and enhanced our existing policies, procedures, and security tools to reduce the likelihood of a similar event from occurring in the future. As an added precaution, we are offering you access to [twelve (12)/twenty-four (24) months] of complimentary identity protection and credit monitoring services. More information about these services may be found in the *Steps You Can Take to Protect Personal Information* section of this notice.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements [and explanation of benefits] and monitoring your free credit reports for suspicious activity and to detect errors. Suspicious activity should be promptly reported to relevant parties including an insurance company, healthcare provider, and/or financial institution. You may enroll in the offered complimentary identity protection and credit monitoring services. Although we are making these services available to you, we are unable to enroll you directly for privacy reasons. Additional information and resources may be found below in the *Steps You Can Take to Protect Personal Information* section of this notice.

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**For More Information.** If you have questions, please contact our dedicated assistance line at 833-931-7884 available Monday – Friday, 8 am – 8 pm Central Time (excluding major U.S. holidays), and please be prepared to provide engagement number ENGAGE#. You may also write to InStream at 5211 Linbar Drive, Suite 504, Nashville, Tennessee 37211.

Sincerely,

InStream. LLC

ENGAGE# N4477-L01

#### STEPS YOU CAN TAKE TO PROTECT PERSONAL INFORMATION

# **Enroll in Monitoring Services**

To help protect your identity, we are offering complimentary access to Experian IdentityWorks<sup>SM</sup> for ## months.

If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that Identity Restoration is available to you for ## months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration.

While identity restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorks as a complimentary ##-month membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information, please follow the steps below:

- Ensure that you **enroll by** September 30, 2025 by 11:59 pm UTC (Your code will not work after this date.)
- Visit the Experian IdentityWorks website to enroll: https://www.experianidworks.com/credit
- Provide your activation code: ABCDEFGHI

If you have questions about the product, need assistance with Identity Restoration that arose as a result of this incident or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team by September 30, 2025 at 833-931-7884 Monday – Friday, 8 am – 8 pm Central Time (excluding major U.S. holidays). Be prepared to provide engagement number ENGAGE# as proof of eligibility for the Identity Restoration services by Experian.

# ADDITIONAL DETAILS REGARDING YOUR ##-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP

A credit card is not required for enrollment in Experian IdentityWorks. You can contact Experian immediately regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- Experian credit report at signup: See what information is associated with your credit file. Daily credit reports are available for online members only.\*
- Credit Monitoring: Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration specialists are immediately available to help you address credit and non-credit related fraud.
- Experian IdentityWorks ExtendCARE<sup>TM</sup>: You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- \$1 Million Identity Theft Insurance\*\*: Provides coverage for certain costs and unauthorized electronic fund transfers.

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<sup>\*</sup> Offline members will be eligible to call for additional reports quarterly after enrolling.

<sup>\*\*</sup> The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

# **Monitor Your Accounts**

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order a free credit report, visit <a href="https://www.annualcreditreport.com">www.annualcreditreport.com</a> or call, toll-free, 1-877-322-8228. Consumers may also directly contact the three major credit reporting bureaus listed below to request a free copy of their credit report.

Consumers have the right to place an initial or extended "fraud alert" on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If consumers are the victim of identity theft, they are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should consumers wish to place a fraud alert, please contact any of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a "credit freeze" on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer's express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in a consumer's name without consent. However, consumers should be aware that using a credit freeze to take control over who gets access to the personal and financial information in their credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application they make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, consumers cannot be charged to place or lift a credit freeze on their credit report. To request a credit freeze, individuals may need to provide some or all of the following information:

- 1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
- 2. Social Security number;
- 3. Date of birth;
- 4. Addresses for the prior two to five years;
- 5. Proof of current address, such as a current utility bill or telephone bill;
- 6. A legible photocopy of a government-issued identification card (state driver's license or ID card, etc.); and
- 7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if they are a victim of identity theft.

Should consumers wish to place a credit freeze or fraud alert, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/ credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/data- breach-help
1-888-298-0045	1-888-397-3742	1-833-799-5355
Equifax Fraud Alert, P.O. Box	Experian Fraud Alert, P.O. Box	TransUnion, P.O. Box 2000,
105069 Atlanta, GA 30348-5069	9554, Allen, TX 75013	Chester, PA 19016
Equifax Credit Freeze, P.O. Box	Experian Credit Freeze, P.O.	TransUnion, P.O. Box 160,
105788 Atlanta, GA 30348-5788	Box 9554, Allen, TX 75013	Woodlyn, PA 19094

## **Additional Information**

As a best practice, consumers should change all passwords to their personal accounts on a regular basis, use strong passwords, and refrain from using the same password for multiple accounts. Consumers may further educate themselves regarding identity theft, fraud alerts, credit freezes, and the steps they can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or their state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, D.C. 20580; <a href="www.identitytheft.gov">www.identitytheft.gov</a>; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. Consumers can obtain further information on how to file such a complaint by way of the contact

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information listed above. Consumers have the right to file a police report if they ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, consumers will likely need to provide some proof that they have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and the relevant state Attorney General. This notice has not been delayed by law enforcement.

For Maryland residents, the Maryland Attorney General may be contacted at: 200 St. Paul Place, 16th Floor, Baltimore, MD 21202; 1-410-576-6300 or 1-888-743-0023; and https://www.marylandattorneygeneral.gov/.

For New York residents, the New York Attorney General may be contacted at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; or https://ag.ny.gov.

For North Carolina residents, the North Carolina Attorney General may be contacted at: 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and www.ncdoj.gov.

For Rhode Island residents, the Rhode Island Attorney General may be reached at: 150 South Main Street, Providence, RI 02903; www.riag.ri.gov; and 1-401-274-4400. Under Rhode Island law, individuals have the right to obtain any police report filed in regard to this event. There are approximately 4 Rhode Island residents that may be impacted by this event.

For District of Columbia residents, the District of Columbia Attorney General may be contacted at: 400 6th Street, NW, Washington, D.C. 20001; (202) 442-9828; and oag.dc.gov.



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