



May 21, 2019

To the Office of Attorney General

via: SecurityBreach@atg.wa.gov

This letter is to inform the Attorney General's Office of a potential data breach for Service Linen Supply which was discovered on Tuesday, May 14, 2019 around 1:00 am. We have no indication that files were copied or removed from our server, but out of an abundance of caution, we are taking the necessary steps to notify the Office as well as our past and current employees.

There were about 1,210 records of Washington state residents that were on the Accounting and Personnel systems. These records may include some components of the following (not all 1,210 inclusively): Employee Social Security Numbers, Dates of Birth, Bank Account information that were used for Direct Deposits, Driver's License numbers, Individual Health Identification numbers, FMLA information as well as data related to dependents who are enrolled in the company's Health Plan including Social Security Numbers, Dates of Birth and other identifying information on Health Plan Enrollment forms.

We have taken the following steps to contain the breach and to prevent future cyber-attacks.

- 1) Changed Administrator password.
- 2) Reviewed and removed anyone that had administrator rights that don't really need them.
- 3) Reviewed and modified firewall settings to be much more restrictive on access.

We are enclosing the attached sample letter to the 1,210 Washington state residents as noted above.

If you have any questions, please call me at 425-255-868 ext. 162.

Sincerely,

SERVICE LINEN SUPPLY

Ken Stewart
CFO



May 20, 2019

To Whom This May Concern:

On or about May 14, 2019 Service Linen Supply's Personnel and Accounting systems were hacked. The Company does not believe that any data was actually accessed. However, because we cannot state that with absolute certainty, we are notifying you of the system breach.

The data that is contained in these systems includes Employee Social Security Numbers, Dates of Birth, Bank Account information used for direct Deposits, Driver's License numbers, Individual Health Identification numbers, FMLA as well as data related to dependents who are enrolled in the company's Health Plan including Social Security Numbers, Dates of Birth and other identifying information on Health Plan Enrollment forms.

Once the company became aware that an attempted breach or breach had occurred, the company immediately took action to make efforts to determine whether there was actual access to any data by consulting with its Accounting Department and IT consultants. At this time, the company has not found evidence of any breach. However, because the company cannot state with absolute certainty that no data was accessed, you are being provided this information.

If you believe that any of your personal information has been compromised, you may report this information to the following entities:

- A) Your local law enforcement agency;
- B) The office of the Washington State Attorney General (Call 1-800-551-4636 (in Washington only) or 1-206-464-6684);
- C) The Federal Trade Commission by contacting the FTC's Consumer Response Center at 1-877-FTC-HELP (1-877-382-4357);
- D) The major consumer reporting agencies: Equifax; TransUnion; or Experian.
 - Equifax – 1-866-349-5191 – (Say 'Agent' or Press '5')
 - TransUnion – 1-800-916-8800 – (Press '0')
 - Experian – 1-800-509-8495 – (Enter 'SSN' >> Say 'Credit' or press '2' >> Say 'Credit Report' or Press '1' >> Say 'Credit Questions' or Press '1')

Please know that Service Linen Supply takes the privacy of information for all employees very seriously. That is the reason that we decided to notify you of this attempted breach even though we do not believe that any information was compromised.

Please let us know if you have any questions.

Sincerely,

Robert Raphael
Co - President