

# **EXHIBIT A**



Enrollment Code: <<XXXXXXXXXX>>

To Enroll, Scan the QR Code Below:



Or Visit:

<https://app.idx.us/account-creation/protect>

<<First Name>> << Last Name>>  
<<Address 1>>  
<<Address 2>>  
<<City>>, <<State>> <<Zip>>  
<<Country>>

<<Date>>

**NOTICE OF SECURITY INCIDENT**

Dear <<First Name>> << Last Name>>:

Gregory & Appel, Inc. (“G&A”) writes to inform you of an event that may impact the security of some of your information. This notice provides information about the event, our response, and resources available to help protect your information from possible misuse, should you feel it appropriate to do so.

**What Happened?** On or about February 5, 2025, G&A became aware of a suspicious email from someone purporting to be our CFO which was sent to a G&A employee. We immediately took steps to confirm the security of our email and launched an investigation to determine the nature and scope of the activity. We determined that an employee inadvertently emailed G&A employee W-2s to an unauthorized person. G&A recently completed a review and determined that your W-2 was present in the email that was sent to an unauthorized person.

**What Information Was Involved?** The information that was involved includes your name and Social Security number.

**What We Are Doing.** The confidentiality, privacy, and security of information in our care are among our highest priorities, and we take this event very seriously. As soon as we detected suspicious activity, we worked diligently to investigate the incident and further secure our systems. We also reviewed our security policies and procedures and are enhancing our existing security measures to reduce the risk of similar future events. We are notifying certain state regulators, as necessary.

As an added precaution, we are offering you access to credit monitoring and identity restoration services for twenty-four (24) months at no cost to you, through IDX. Enrollment instructions are enclosed with this letter.

**What You Can Do.** We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements and monitoring your free credit reports for suspicious activity. Additional information may be found in the attached *Steps You Can Take to Help Protect Your Personal Information*. You may also enroll in the complimentary credit-monitoring services available to you. We encourage you to enroll in these services as we are unable to do so on your behalf.

**For More Information.** If you have questions about this matter, you may contact our Human Resources team at 317-634-7491 or jburdine@gregoryappel.com. You may also write to us at 433 N Capitol Ave, Ste 400, Indianapolis, IN 46204.

Sincerely,

Andrew Appel  
Chief Executive Officer  
Gregoryappel.com  
Gregory & Appel, Inc.

## STEPS YOU CAN TAKE TO HELP PROTECT YOUR INFORMATION

### Enroll in Credit Monitoring

**1. Website and Enrollment.** Scan the QR image or go to <https://app.idx.us/account-creation/protect> and follow the instructions for enrollment using your Enrollment Code provided at the top of the letter.

**2. Activate the credit monitoring** provided as part of your IDX identity protection membership. The monitoring included in the membership must be activated to be effective. Note: You must have established credit and access to a computer and the internet to use this service. If you need assistance, IDX will be able to assist you.

If you discover any suspicious items and have enrolled in IDX identity protection, notify them immediately by calling or by logging into the IDX website and filing a request for help.

If you file a request for help or report suspicious activity, you will be contacted by a member of our ID Care team who will help you determine the cause of the suspicious items. In the unlikely event that you fall victim to identity theft as a consequence of this incident, you will be assigned an ID Care Specialist who will work on your behalf to identify, stop and reverse the damage quickly.

### Monitor Your Accounts

Due to the nature of the potentially impacted employee data, we strongly suggest you file your tax return as soon as possible in order to prevent a fraudulent filing. In the meantime, you can obtain an Identity Protection PIN (“IP PIN”) from the Internal Revenue Service (“IRS”) so that your tax return may not be filed without such PIN.

The fastest way to receive an IP PIN is to request one through an online account. If you do not already have an account on IRS.gov, you must create one. Steps to obtain an IP PIN, along with additional information, is available at <https://www.irs.gov/identity-theft-fraud-scams/get-an-identity-protection-pin>.

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 [www.annualcreditreport.com](http://www.annualcreditreport.com) 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:

<b>Equifax</b>	<b>Experian</b>	<b>TransUnion</b>
<a href="https://www.equifax.com/personal/credit-report-services/">https://www.equifax.com/personal/credit-report-services/</a>	<a href="https://www.experian.com/help/">https://www.experian.com/help/</a>	<a href="https://www.transunion.com/credit-help">https://www.transunion.com/credit-help</a>
1-888-298-0045	1-888-397-3742	1-800-916-8800
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

### **Additional Information**

Consumers may further educate themselves regarding identity theft, fraud alerts, credit freezes, and the steps they can take to protect their 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; [www.identitytheft.gov](http://www.identitytheft.gov); 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 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.