

[Date]

[First Name Last Name]

[Address]

[City, State Zip]

RE: Incident Notification

Dear [First Name],

CESO, Inc., DDC Management, LLC, TRG Advisors, LLC, Hartizen Homes, LLC, Legacy 5 Corporate Services, LLC, Matrix5, LLC and Threecore, LLC (collectively, the “Companies”, “we” or “our”, and, individually, a “Company”) take the security and protection of your personal information seriously. You are receiving this letter as a current or former employee of one or more of the Companies, as an applicant for employment, or as a dependent of a Company employee. We are sending this letter in regard to an incident that the Companies experienced involving the security of your personal data on our systems. Once aware of the incident, we quickly took steps to eliminate the threat of further unauthorized access, safeguarded the information in its possession, and conducted a forensics investigation to determine the scope of the incident. This letter is sent to you out of an abundance of caution to provide you information about the incident and explain what you can do to remain vigilant and protect your personal information.

What Happened

On or about September 15, 2025, we first discovered that certain data on an archival storage hard drive on our company networks had been encrypted. Upon notice of this incident, mitigation and remediation steps were taken, and we then retained a third-party security and forensic firm to assist us in our investigation and response. While our investigation continues, we understand the threat actor gained unauthorized access to a limited portion of our network and encrypted certain computers and files on that portion of our network. At this time, we have no evidence or reports of any information misuse.

What Information Was Involved

While our investigation continues, we have determined with a high probability that certain personal information about current and former employees was contained in employment records put at risk by this incident. While the personal data pertaining to each individual may vary, we anticipate the following data elements are at risk: first and last name, Social Security number, date of birth, mailing address, and financial account information, such as the information necessary to complete direct deposits for payroll. This information was stored in employment and compliance files related to hiring and onboarding, employee payroll, tax reporting, and employee and dependent benefits administration. Again, we only know that unauthorized access to this information was possible based on our investigation to date. We have no reports or evidence of information being misused.

What We Are Doing

During this incident, the Companies were able to maintain operations and continue to service our clients. We were able to secure our network and restore necessary access to certain systems and data. We have coordinated with law enforcement and continue to take steps to minimize risks of harm associated with this incident.

What You Can Do

As always, you should remain vigilant in monitoring your personal information. You should actively monitor access to your financial accounts and online accounts for any suspicious or unauthorized activity. If you have concerns about identity theft, you can contact local law enforcement and file a police report. You can also contact your state's Attorney General, as well as the Federal Trade Commission or one of the credit bureaus for more information about how to protect your identity. You can also consider the recommendations included below in the For More Information section of this letter.

For More Information

You can place an identity theft/fraud alert, get credit freeze information for your state, or order a free credit report by calling any of the following credit reporting agencies at one of the phone numbers listed below or visiting their respective websites. In some cases, fees may apply.

Equifax - 1-888-766-0008
P.O. Box 740256 Atlanta, GA 30348
<https://www.equifax.com/personal/credit-report-services/>

Experian - 1-888-397-3742
P.O. Box 4500 Allen, TX 75013
<https://www.experian.com/help/>

Trans Union - 1-800-916-8800
P.O. Box 2000 Chester, PA 19022
<https://www.transunion.com/credit-help>

Credit Reports.

You can request credit reports from all three credit bureaus be sent to you free of charge. Even if you do not find any suspicious activity on your initial credit reports, the Federal Trade Commission (FTC) recommends that you check your credit reports periodically. Thieves may hold stolen information to use at different times.

Periodically checking your credit reports can help you spot problems and address them quickly.

Fraud Alerts.

You can place a fraud alert with the credit bureaus free of charge. A fraud alert tells creditors to contact you before they open any new accounts or change your existing accounts. Contact any one of the three major credit bureaus. As soon as one credit bureau confirms your fraud alert, the others are notified to place fraud alerts.

The initial fraud alert stays on your credit report for one year. You can renew it after one year.

Security Freeze.

Under state law, a security freeze (or a credit freeze) prohibits a credit bureau from releasing any information from a consumer's credit report without written authorization. There is no fee associated with freezing or thawing your credit. The process of freezing your credit takes only a few minutes. You must contact each credit bureau individually to freeze your credit with each bureau. To place a security freeze, you may need to provide the following information:

- Your full name;
- Social Security number;
- Date of birth;
- Mobile number;
- Current postal address;
- Email address; and

Any other information that the Credit Bureau may require.

The credit bureaus have one (1) business day after your request to place a security freeze if made by telephone or secure electronic means. If the request is made by mail, the credit bureaus have three (3) business days. The credit bureaus must also send written confirmation to you within five (5) business days.

To lift the security freeze, in order to allow a specific entity or individual access to your credit report, you must apply online, call, or send a written request to the credit bureaus by mail. When you contact a credit bureau to lift the security freeze, you will need to include proper identification (name, address, and Social Security number) and the PIN number or password that was provided to you (if provided) when you placed the security freeze as well as the identities of those entities or individuals you would like to receive your credit report or the specific period of time you want the credit report available. If you request a credit thaw online or by phone, the credit bureaus are required by law to complete the request within one (1) hour. If you request the thaw by regular mail, the credit bureaus have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

The Federal Trade Commission (FTC) provides more information about how to protect your identity at either <https://www.ftc.gov/> or <https://www.identitytheft.gov/>. You can also contact the FTC by using the information below.

Federal Trade Commission - 1-202-326-2222
Bureau of Consumer Protection
600 Pennsylvania Avenue, NW Washington, DC 20580

For North Carolina Residents: You may also contact the North Carolina Attorney General's Office for more information about how to protect your identity by using the information below:

Attorney General's Office
9001 Mail Service Center
Raleigh, NC 27699-9001
Toll Free in NC: 1-877-566-7226
Outside NC: 919-716-6000
Website: <https://ncdoj.gov/>

For New York Residents: You may also contact the New York Attorney General's Office for more information about how to protect your identity by using the information below:

Attorney General's Office
Toll Free Phone Number:
(800) 771-7755
Website: <https://ag.ny.gov/>



We sincerely regret that this incident has occurred and any concern or inconvenience you may experience. If you have any questions, please contact us at:

Company: Legacy 5 Corporate Services, LLC

Email: HRhotline@legacy5.com

Telephone: 937-345-2899

Address: 3601 Rigby Road, Suite 300
Miamisburg, OH 45342
Attn: Melisa Egbert

Sincerely,

David N. Reed, Esq.
General Counsel for the Companies

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