



UNITED STATES OF AMERICA  
**FEDERAL TRADE COMMISSION**  
WASHINGTON, D.C. 20580

Division of Privacy and Identity Protection  
Bureau of Consumer Protection

**SAMPLE LETTER A**

January 19, 2010

Dear \*:

The Federal Trade Commission (FTC) is sending you this letter because at least one computer file containing sensitive personal information from or about your customers and/or employees has been shared from your computer network, or the network of one of your service pro

In addition,