

Subject: FW: Fields Auto Group – Vendor Addendum/Risk Assessment – Action Required (Total Customer Connect)
From: "Jane Copeland" <jane@apinet.com>
Date: 6/9/23, 1:36 PM
To: <cgreen@emailtcc.com>
CC: "Mark Watson" <mark@apinet.com>

URGENT GLB COMPLIANCE REQUEST – FIELDS AUTO GROUP

Thank you for your assistance. We originally sent this request to two other people in your organization and received no response. If you could help us with this I would be very grateful.

Your company has direct interaction with the CDK DMS system and as such has access to a great deal of data. The links below provide our risk assessment and the GLB Addendum. The Addendum clearly lists the stores which have active DMS Data Exchanges with your company.

If you have any questions please feel free to call me at 512 65 4691

Your prompt attention to this matter is greatly appreciated.

**Best wishes,
Jane Copeland
Fields Auto Group Security Team**

Hello,

As a valued vendor of the Fields Auto Group family of dealers, we need to ensure our vendors are in compliance with the new Federal Trade Commission's GLB Safeguards Act revisions set to go into effect on June 9th, 2023.

These revisions require us, a Dealer designated as a financial institution, to ensure our vendors are in compliance with these new guidelines. We have developed an addendum to existing Vendor Service Agreements and a Risk Assessment for this purpose. These two documents are prepopulated with the Fields Auto Group stores you provide products and services to.

A qualified individual from your company must complete and submit the Addendum and Risk Assessment. If you are not the qualified individual to complete these documents, please forward this email to that person as soon as possible.

We sincerely appreciate your attention to this request. We are committed to the security and privacy of our customers personal information and look forward to working with our vendors to ensure it remains a top priority. The unique links for your digital documents can be found below.

Vendor Addendum: <https://comserver.apinet.com/fields-compliance/?d=ggyhg>

Risk Assessment: <https://comserver.apinet.com/fields-compliance/risks/?d=ggyhg>

Please don't hesitate to reach out with any questions you have.

Sincerely,
Robert Oteri



Robert Oteri
Security Planning Team

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