



MEMORANDUM

To: Pastors, Priest Administrators, Pastoral Coordinators, Principals, Pastoral Assistants for Administration

From: Mary E. Santi, Chancellor/HR Director

Date: March 13, 2014

RE: Urgent Tax Notice

As you know, we are actively investigating reports that many of our employees and volunteers have learned that fraudulent tax returns have been submitted in their name. Please be assured that we are working diligently to determine the source of this problem. At this point, we do not have any concrete information indicating where the problem originated or that it even stems from our data or systems.

We have hired a forensic security firm and are cooperating with the IRS and FBI investigations. We will also provide any notices if and as required by state laws to employees or volunteers.

When communicating with your employees and volunteers, please be sure to use the information outlined on the Archdiocese of Seattle website: <http://www.seattlearchdiocese.org> and urge people to:

- Follow the instructions on the website;
- Call the number listed for the IRS; and
- Notify the Archdiocese of Seattle's tax information email at taxinformation@seattlearch.org, including full name, parish or school with which they are associated, and status as an employee, volunteer or both.

If any of your employees or volunteers find that their tax return is compromised, please have them call Supervisory Special Agent Leia Bellis in the Criminal Investigation unit of the IRS at 206-464-4920.

Thank you for your ongoing assistance in this difficult matter.