



**U.S. Department of Justice**  
Federal Bureau of Investigation  
Washington, DC Division  
Washington Field Office  
601 4th St NW  
Washington, DC 20535  
Email: ETSNotifications@fbi.gov

May 01, 2019

[REDACTED]

RE: Case Number: 29Q-WF-2074529

Dear Finance Director/Controller:

You have been designated to receive notifications for [REDACTED].

As a Victim Specialist with the Washington, DC Division, I'm contacting you because we have identified [REDACTED] as a possible victim of a crime.

This case is currently under investigation by the FBI. A criminal investigation can be a lengthy undertaking, and, for several reasons, we cannot tell you about its progress at this time. A victim of a federal crime is entitled to receive certain services. The enclosed brochure introduces you to the FBI's Victim Assistance Program and the types of assistance that may be available to you. The best way to communicate is through the [ETSNotifications@fbi.gov](mailto:ETSNotifications@fbi.gov) mailbox that has been created specifically for this case. Please disregard the automated phone number text at the end of the letter.

Due to the large number of victims in this matter, you will likely not receive additional correspondence by mail but notice will continue to be available by the other means provided by VNS including email. If you would like to receive updates and notification by email, please go to the VNS website (see below) and include your email address if VNS does not have one on file for you or verify the email address VNS has on file is correct.

Current information regarding the status of your case can be found on the Internet at <https://www.notify.usdoj.gov> or by calling the Victim Notification System (VNS) Call Center at 1-866-DOJ-4YOU (1-866-365-4968). You will need to enter your Victim Identification Number (VIN) [REDACTED] and your Personal Identification Number (PIN) [REDACTED] anytime you contact the Call Center and the first time you log into VNS on the Internet. If you are receiving notifications with multiple victim ID/PIN codes please contact the VNS Call Center. In addition, the first time you access the VNS Internet site, you will be prompted to enter your last name (or business name) as currently contained in VNS. The name you should enter is [REDACTED].

You can also use the Call Center and the Internet to correct/update your contact information and/or change your decision regarding participation in the notification system. Your participation in this notification system is totally voluntary. You can choose not to participate or reactivate your access at any time. In order to continue to receive notifications, it is your responsibility to keep your contact information current.

For many VNS registrants email will provide the most timely notification. VNS does not currently have an email address for you. You can provide VNS an email address by accessing the VNS Internet Web page using the login information provided above. By entering your email as part of the VNS registration process future notifications will be delivered by email, except in rare circumstances when you might also receive a letter from VNS.

If you have additional questions related to this matter, please contact me at NA. When you call, please provide the file number located at the top of this letter.

Sincerely,

A handwritten signature in cursive script that reads "Lori Wolkoff". The signature is written in a dark ink and is positioned above the typed name.

Lori Wolkoff  
Victim Specialist

Enclosures