

Account Validation and Certification (AVC) Form for CLEAR® -GOV/ACADEMIC

Subscriber Information		REQUIRED	
<input checked="" type="checkbox"/> New CLEAR Subscriber. Complete AVC Form and submit with the order <input type="checkbox"/> Existing CLEAR Subscriber - requesting change in unmasked display. Complete AVC Form and Fax to 866-294-1042 or email to west.clearavt@thomson.com			
Account Number (if applicable)	new acct		
Full Legal Name/Business Entity	lexington Fayette urban govt		
Business Unit/Dept	Law dept		
The applicant's business operates out of (please check one)	<input checked="" type="checkbox"/> a Commercial Location <input type="checkbox"/> a Residence (i.e. a home-based business)		
Street Address	200E. main st. 11th floor		
City	Lexington		Country
State	ky		Zip/Postal Code 40507
Main Company Telephone	(859) 258-3500		Location/Contact/Ext Telephone
E-Mail Address	Website Address		
Cell Phone (if no land line available)	<input type="checkbox"/> Check here if no business website available		

ACCOUNT/BUSINESS TYPE SECTION
Select the applicable business type and continue to next step

Indicate Type of Government

Select type of Government

- US - Federal
- US - State
- US - Local
- Tribal Government
- Other Government Please describe _____
- College/University Police for Academic Institution

Select type of Academic

- Privately Funded Academic Institution (non govt funded)
- Government Funded Academic Institution

Does the requesting Business Unit/Dept have arrest power? Yes No

CERTIFICATION SECTION FOR PRIVACY COMPLIANCE

Subscriber certifies that it has read, understands and will comply with the terms of the CLEAR Subscriber Agreement including in particular (but not limited to) the Data Usage Restrictions. Subscriber understands that West is not a Consumer Reporting Agency and Subscriber will not use any CLEAR Data for any purpose regulated by the U.S. Fair Credit Reporting Act (15 U.S.C. § 1681 et seq.) or any similar statute. Subscriber further certifies one of the following:

- Subscriber is NOT one of the following types of companies/entities:
- Subscriber IS one of the following types of companies/entities: - Please select the applicable type below:

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Private detective (non-commercial use for private clients) <input type="checkbox"/> Bail Bond Companies, Bounty Hunters, Repossession Firms <input type="checkbox"/> Dating Services <input type="checkbox"/> Internet People Locator Services <input type="checkbox"/> Adoption Search Firms <input type="checkbox"/> Diet Centers <input type="checkbox"/> Credit Clinics, credit repair companies, and credit counseling firms <input type="checkbox"/> News agencies and journalists <input type="checkbox"/> Future Services (i.e. health clubs, timeshares, continuity clubs, etc.) <input type="checkbox"/> Foreign Government | <ul style="list-style-type: none"> <input type="checkbox"/> Company involved and/or associated with inappropriate adult content web sites and/or adult-type web services. <input type="checkbox"/> Library, Association or other entity providing access via Public Terminals <input type="checkbox"/> Prison or Correctional Facility providing access to inmates/detainees <input type="checkbox"/> Companies on an Alert List <input type="checkbox"/> Condominium/Homeowners Associations <input type="checkbox"/> Utility or telecommunications provider that sells services to consumers |
|---|--|

Additional Certification For Compliance

Subscriber certifies that it is NOT involved in the following Credit fraud, identification theft, stalking, harassment, any unethical business practices or illegal activity nor has it worked to further such activities of its customers; nor is it on the U.S. Treasury Department Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons List.

Multiple Locations/Branches/Subsidiaries

Please check here if Subscriber is subscribing to services for use at multiple locations and attach the completed Addendum to Account Validation and Certification Form- Multiple Locations ("Addendum"). Subscriber certifies that the Business Type and Privacy Compliance information provided in this AVC Form applies to all locations set forth in the Addendum and that the location information set forth in the Addendum is complete and accurate.

Permissible Use under Gramm Leach Bliley Act

Subscriber's use of the data is limited by the U.S. Gramm-Leach-Bliley Act (15 U.S.C. 6801 et. seq.) and can only be used for specific non-FCRA (Fair Credit Reporting Act) purposes. Please indicate below (check box) what permitted use(s) will apply to your research needs,

At least one permissible use must be selected to be granted access or the Subscriber must select the non- permissible use:

- Subscriber certifies there is no permissible use
- For use by a person holding a legal or beneficial interest relating to the consumer.
- For use in complying with federal, state, or local laws, rules, and other applicable legal requirements.
- For use as necessary to effect, administer, or enforce a transaction requested or authorized by the consumer.
- For use in complying with a properly authorized civil, criminal, or regulatory investigation, subpoena, or summons by federal, state, or local authorities.
- For use to protect against or prevent actual or potential fraud, unauthorized transactions, claims, or other liability.
- For use by a Law Enforcement Agency, self-regulatory organizations, or for an investigation on a matter related to public safety
- To persons acting in a fiduciary or representative capacity on behalf of the consumer
- For required institutional risk control or for resolving consumer disputes or inquiries.
- With the consent or at the direction of the consumer.

Permissible Use under Drivers Privacy Protection Act

Subscriber's use of the data is limited by the U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.) and can only be used for specific non-FCRA (Fair Credit Reporting Act) purposes. Please indicate below (check box) what permitted use(s) will apply to your research needs.

At least one permissible use must be selected to be granted access or the Subscriber must select the non- permissible use:

- Subscriber certifies there is no permissible use
- For official use by a Court, Law Enforcement Agency or other Government agency
- To verify or correct information provided to you by a person in order to prevent fraud, pursue legal remedies or recover a debt; skip tracing
- For use in connection with a civil, criminal or arbitral legal proceeding or legal research
- For use in connection with an insurance claims investigation or insurance antifraud activities
- For use by a licensed private investigator or licensed security service for legitimate DPPA purposes

UNMASKED OR FULL DISPLAY OF SENSITIVE PERSONAL INFORMATION SECTION		
Qualified Government Accounts Only – Not Applicable to Academic Accounts except for College/University Police Accounts or Businesses operating out of a residence.		

Complete the below section if Subscriber requests unmasked or full display of full Security Numbers, Day of Date of Birth and/or Driver's License Wallet

- Subscriber IS NOT requesting unmasked or full display of Sensitive Personal Information
- Subscriber IS requesting unmasked or full display of Sensitive Personal Information

WEST PUBLISHING CORPORATION ('WEST') – AUTHORIZED SENSITIVE INFORMATION DISPLAY POLICY: West, seeks to balance overall individual privacy needs and concerns with the legitimate personal information needs of specific entities as allowed within the provisions of the U.S. Gramm Leach Bliley Act (15 U.S.C. § 6821 et seq.) (U.S. GLB), U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.) (U.S. DPPA) and other laws. As a general rule, unmasked and full display of sensitive data on West Public Records Databases is truncated. In order to help ensure that access to authorized unmasked and full display of sensitive data is warranted, West requires validation on a regular basis as necessary for each account requesting access to unmasked and full display of sensitive personal information to certify that the unmasked and full display of personal information is needed, and will only be used in connection with legitimate Government business. West, in its sole discretion, reserves the right to discontinue access to unmasked and full display of personal information.

All CLEAR Users on this account will be granted access to the same type of personal information upon approved credentialing

Information Protection Affirmation

Subscriber shall be fully responsible for any unauthorized collection, access, use, and disclosure of Personal Information subject to this Agreement. Without limiting the foregoing, Subscriber shall employ appropriate administrative, physical, and technical safeguards in order to sufficiently protect the Personal Information and information assets and resources in question. Subscriber shall immediately notify West of any Information Protection Incident that may result in the unauthorized collection, access, use or disclosure of Personal Information subject to this Agreement. Subscriber shall make all reasonable efforts to assist West in relation to the investigation and remedy of any such Information Protection Incident and any claim, allegation, action, suit, proceeding or litigation with respect to the unauthorized access, use or disclosure of Personal Information. For purposes of its obligations hereunder, the acts or omissions of Subscriber's employees, shall also be deemed the acts or omissions of Subscriber.

Appropriate Use Standard

West provides computer devices, networks, and other electronic information systems to meet missions, goals, and initiatives and must manage them responsibly to maintain the confidentiality, integrity, and availability of its information assets. The use of any West information asset will be for legitimate business purposes only and in accordance with all applicable West corporate policies. Any access to or use of non-public personally identifiable information must be in accordance with all applicable law. No individual shall access records that require a permissible purpose unless such a purpose exists. It is your responsibility to seek guidance and clarification in case of any question about the proper use of West resources, including but not limited to the use of non-public personally identifiable information. All employees, associated with the Subscriber, including all personnel must adhere to these requirements.

Please acknowledge that you and authorized persons under your account(s) agree to limit the use of this information, as described above, and to comply with the provisions of the U.S. Gramm Leach Bliley Act (15 U.S.C. § 6821 et seq.) (U.S. GLB), U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.) (U.S.DPPA) and all other applicable federal, state, and local laws, rules, and regulations. Your signature below as "Authorized Representative" certifies that you are the authorized signatory for this account(s).

AUTHORIZED REPRESENTATIVE FOR CERTIFICATION

I hereby certify that I am authorized to execute this Account Validation and Certification Form on behalf of the Subscriber listed above and that statements I have provided in this form are true and correct. Further, I hereby certify that the Subscriber agrees to the terms and conditions set forth in this form and understand that I may periodically be required to re-certify information provided herein but not more than once every two years.

Printed Name _____

Title _____

Date _____

Signature  _____

Once this document is completed and signed by an authorized representative of the Subscriber, please provide it to your West Sales Representative with a signed order. All information is subject to verification and approval by West

Site Inspection contact if a different authorized representative is listed above.

Name _____

Telephone Number _____

WEST ORDER FORM - CLEAR® SERVICES

610 Opperman Drive, P.O. Box 64833
 St. Paul, MN 55164-1803
 Tel: 651/687-8000



THOMSON REUTERS™

<u>Check West account status below as applicable:</u>		Rep Name & Number <u>Kerry Boudreaux 0010741</u>	
New <input checked="" type="checkbox"/> (NACI Form attached)		Existing with no changes _____ Existing with changes _____ (Permanent name change must attach a Customer Name Change Form)	
Does Subscriber have an existing West account?			
<input type="checkbox"/> Yes If yes, please provide West account number _____			
<input type="checkbox"/> No			
Acct #	<u>new acct</u>	PO #	Date <u>5/3/12</u>
Name/Subscriber	<u>Lexington Fayette Urban Govt</u>		Bill To Acct # _____
Order Confirmation Contact Name	<u>Sandy Burke</u>		
E-Mail	<u>Sandra Burke [sburke@lexingtonky.gov]</u>		
CLEAR Contact Name (for delivery of Registration Keys. Individual users will also receive their Registration Keys if their e-mail addresses are provided) <u>same</u>			
E-Mail	<u>same</u>	Telephone	_____
CLEAR Primary Account Contact Name (general business contact) <u>same</u>			
E-Mail	<u>same</u>	Telephone	_____
Permanent Address Change _____ One-Time Ship To _____ Additional Ship To _____ Additional Bill To _____ Name _____ Attn: _____ Address _____ Suite/Floor _____ City _____ State _____ County _____ Zip _____			
CLEAR Products			

REQUIRED

IF NEEDED

Full Svc #	CLEAR Products	# of Users at Subscriber's Location	Monthly Banded/ Base Rate	Per User Rate	Other	Total Monthly CLEAR Charges
41010940	CLEAR investigator	5				

Notes:

Total Monthly CLEAR Charges \$ 341.00

CLEAR Charges are billed on the date West processes Subscriber's order and continue for a minimum of 12 complete calendar months ("Minimum Term"). If Subscriber elects a longer Minimum Term the Monthly CLEAR Charges will be billed as set forth herein. In the event Subscriber is a corporation accessing CLEAR Services on its own behalf and on behalf of any government agency or entity, Subscriber must execute and submit to West separate agreements for each use case and be credentialed separately for each use case. Any additional users added to any existing Per User product licensed by Subscriber shall be tied to the Minimum Term of the underlying Order Form for such product(s).

Subscriber's Initials for 24 Month CLEAR Minimum Term Subscriber agrees to commit to a Minimum Term of 24 months and the Monthly CLEAR Charges for the second 12 months not to increase by more than _____% over the Monthly CLEAR Charges for the initial 12 months.

Subscriber's Initials for 36 Month CLEAR Minimum Term Subscriber agrees to commit to a Minimum Term of 36 months and the Monthly CLEAR Charges for the second 12 months not to increase by more than 2% over the Monthly CLEAR Charges for the initial 12 months and Monthly CLEAR Charges for the third 12 months not to increase by more than 2% over the Monthly CLEAR Charges for the second 12 months.

Non-Government Subscribers Only: Upon conclusion of the Minimum Term, the Subscriber Agreement and this Order Form will automatically renew for consecutive 12-month periods ("Renewal Term"), and the Monthly CLEAR Charges for the Renewal Term(s) will increase 7% per year unless either party gives written notice of cancellation to the other party at least 30 days in advance of any Renewal Term, including the first Renewal Term. Additionally, West may at its discretion provide Subscriber with notice at least 60 days in advance of any Renewal Term of a Monthly CLEAR Charge increase different from 7% after which Subscriber shall have 30 days to provide West with written notice of cancellation if Subscriber does not wish to renew. Excluded Charges may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. During any Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Government Subscribers Only: Upon conclusion of the Minimum Term, Monthly CLEAR Charges are billed thereafter at up to then-current rates. Excluded Charges and Monthly CLEAR Charges (after the Minimum Term) may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. After the Minimum Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

	CLEAR Batch Transactional	
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Full Svc #	CLEAR Batch Products	# of Users	Other

Notes:

Access to CLEAR Batch shall begin on the date West processes Subscriber's Order and shall continue for a minimum of 12 complete calendar months thereafter ("Minimum Term"). Subscriber may elect a longer Minimum Term by his/her initials below. CLEAR Charges for Subscriber's access to and use of CLEAR Batch shall begin when Subscriber first accesses CLEAR Batch and are subject to change as set forth in the "Subscriber Agreement" (as defined herein). During the Minimum Term and thereafter (including any Renewal Term) CLEAR Charges for CLEAR Batch shall be billed at then-current Schedule A rates and are subject to change as set for the in the "Subscriber Agreement" (as defined herein).

Non-Government Subscribers Only: Upon conclusion of the Minimum Term, the Subscriber Agreement and this Order Form will automatically renew for consecutive 12-month periods ("Renewal Term") unless either party gives written notice of cancellation to the other party at least 30 days in advance of any Renewal Term, including the first Renewal Term. During any Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Government Subscribers Only: Upon conclusion of the Minimum Term, Subscriber's access to CLEAR Batch shall continue at up to then current rates until terminated by either party upon 30 days written notice to the other party.

Subscriber's Initials for longer Minimum Term. Please check: 24 or 36 month Minimum Term.

Office Use Only
OF instruct: Enter a discount of 100% - in the Condition Group 1 field on Additional Data A tab.

	CLEAR Batch Window	
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Full Svc #	CLEAR Batch Products	List	Other	Monthly Guarantee	# of Users	Monthly Window

Notes:

Access to CLEAR Batch shall begin on the date West processes Subscriber's Order and shall continue for a minimum of 12 complete calendar months thereafter ("Minimum Term"). Subscriber may elect a longer Minimum Term by his/her initials below. Subscriber shall guarantee monthly CLEAR Charges as set forth above ("Monthly Guarantee") regardless of Subscriber's actual usage. All CLEAR Charges shall be waived for Subscriber's actual usage in excess of the Monthly Guarantee through the monthly window ("Monthly Window"), as set forth above. Subscriber shall pay all CLEAR Charges in excess of the Monthly Window as incurred, as well as any other CLEAR Charges (such as CLEAR Charges for other CLEAR products to which subscriber subscribes or CLEAR Excluded Charges). CLEAR Batch requests must be submitted at least five (5) business days prior to the end of a billing month in order to apply against the Monthly Guarantee or Monthly Window for such month. During the Minimum Term and thereafter (including any Renewal Term) underlying CLEAR Charges are subject to change as set for the in the "Subscriber Agreement" (as defined herein).

Non-Government Subscribers Only: Upon conclusion of the Minimum Term, the Subscriber Agreement and this Order Form will automatically renew for consecutive 12-month periods ("Renewal Term"), and the Monthly Guarantee for the Renewal Term(s) will remain unchanged unless either party gives written notice of cancellation to the other party at least 30 days in advance of any Renewal Term, including the first Renewal Term. Additionally, West may at its discretion provide Subscriber with notice at least 60 days in advance of any Renewal Term of an increase in the a Monthly Guarantee after which Subscriber shall have 30 days to provide West with written notice of cancellation if Subscriber does not wish to renew. The Monthly Window shall remain unchanged during the Renewal Term(s). Excluded Charges may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. During any Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Government Subscribers Only: Upon conclusion of the Minimum Term, the Monthly Guarantee will be billed thereafter at up to then-current rates. The Monthly Window shall remain unchanged. Excluded Charges and Monthly Guarantee (after the Minimum Term) may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. After the Minimum Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Subscriber's Initials for longer Minimum Term. Please check: 24 or 36 month Minimum Term.

	Usage Logging	
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All subscribers will be restricted to "standard logging"; provided, however, authorized law enforcement agencies with arrest powers may request that user input values entered in a search or report be "blind logged". Authorized law enforcement agencies choosing Blind Logging must initial below: West reserves the right to change the logging type based on credentialing and account validation.

Subscriber initials if Subscriber is an authorized law enforcement agency with arrest powers and requests Blind Logging

Required for, and applicable to, only accounts with arrest powers.

Subscriber Certification Section Required for all accounts that interact with, manage or house inmates or detainees.	
Subscriber Certifications must be completed for every order, including renewals.	
Subscriber by his/her initials below certifies and acknowledges understanding and acceptance of the security limits of CLEAR and Subscriber's responsibility for controlling product, Internet and network access:	
_____	Subscriber's Initials. Functionality of CLEAR cannot and does not limit access to non-West Internet sites. It is the responsibility of Subscriber to control access to the Internet. By his/her initials, Subscriber acknowledges its understanding and acceptance of the security limits of CLEAR and Subscriber's responsibility for controlling Internet access.
_____	Subscriber's Initials. Subscriber certifies that it shall be responsible for controlling network access to the Internet or internal Subscriber sites. Subscriber agrees to provide its own firewall, proxy servers or other security technologies as well as desktop security to limit access to the CLEAR URL and West software. Subscriber must design, configure and implement its own security configuration.
_____	Subscriber's Initials. Subscriber shall not use any Data, and shall not distribute any Data to a third party for use, in a manner contrary to or in violation of any applicable federal, state, or local law, rule or regulation or in any manner inconsistent with the Subscriber Agreement.
_____	Subscriber's Initials. CLEAR will be accessed by Subscriber employees only for administrative or internal business purposes. All such access use will fully comply with the following restrictions: <ul style="list-style-type: none">• In no event shall anyone other than approved Subscriber employees be provided access to or control of any terminal with access to CLEAR or CLEAR data.• Terminals with CLEAR access, access credentials, and CLEAR data will be in secured locations that do not provide inmate/detainee access.• No access shall be outsourced or otherwise provided to third parties.• Subscriber shall be solely responsible for ensuring that no sensitive information is made available beyond its stated permissible use.

IP Address Section Only External IP Address(es) or Range(s) Must Be Provided	
Valid External IP Addresses or IP Ranges belonging to your organization and meeting the following requirements <u>must</u> be provided for all CLEAR orders: <ul style="list-style-type: none">• IP Addresses assigned to jurisdictions outside the United States or West approved U.S. Territories are prohibited.• IP Addresses will not be accepted from the following ranges which are reserved by the Internet Assigned Numbers Authority for special use or private networks: 10.0.0.0 - 10.255.255.255, 127.0.0.0- 127.255.255.255, 172.16.0.0 - 172.31.255.255, 192.168.0.0 - 192.168.255.255, 169.254.0.0 - 169.254.255.255.• All IP addresses must be IPv4 addresses. <i>Permissible IP Address(es) will be those provided below as well as any previously provided IP Address(es) for this Subscriber</i>	
Subscriber's Internet Service Provider Name <u>STATE OF KY. INSIGHT</u>	
Provide IP Address(es) or IP Address Range(s) below. Additional page(s) may be attached if needed.	
Beginning IP Address <u>199.165.138.41</u>	Ending IP Address _____
Beginning IP Address _____	Ending IP Address _____
All CLEAR Subscribers will receive roaming access to CLEAR. Roaming permits users outside Subscriber's designated IP Address/Range.	
_____ Subscriber initials if Subscriber requests that roaming access be blocked. In such event Subscriber's users may only access CLEAR through the IP Addresses provided to West by Subscriber.	
If you do not know your company's external IP address(s), try the following: <ol style="list-style-type: none">1. Contact your network administration, firewall or security team2. Contact your Internet Service Provider, ISP (i.e. Cable, DSL, Satellite, etc.)3. Go to the following URL in your browser: http://tools.whois.net/yourip/ or http://www.whatismyip.com to identify your external IP address (NOTE: If you have multiple IP addresses, this tool will only detect one IP address)	
Technical Contact for CLEAR Products (if applicable) (Contact for IP Address Issues)	
Name (please print) _____	IF APPLICABLE
Telephone _____	
E-Mail _____	

CLEAR Users, My Account Administrator and Authorized QuickView+ User									
Last Name	First Name	E-mail Address	Phone Number	IN	AD	AN	SV	TC	
sprinkle	karen	KARENSBLEKINGTON@KY.GOV	859-258-3500						
BURKE	SANDRA	SBURKE@ " "	" "						
HOLLON	JENNIFER	JHOLLON@ " "	" "						
MEADOWS	APRIL	AMEADOWS@ " "	< -	IN = Investigator					
If there are additional CLEAR users additional page(s) must be submitted with the order			User Type Key	AD = Administrator		SV = Supervisor			
WARRICK	THERESA	TWARDICK@ " "	" -	AN = Analyst		TC = Technical			
CLEAR Users, My Account Administrator and Authorized QuickView+ User (cont'd)									

Subscriber shall authorize which user shall be named as the My Account Administrator. Access to My Account will allow CLEAR user management, general account information and granting access to other My Account users.

Authorized My Account Administrator for CLEAR

Last Name _____ First Name _____ E-Mail _____ **(Required)**

Subscriber shall authorize which CLEAR user(s) shall have access to QuickView+. Actual charges billed by West may vary from charges reported on QuickView+. Subscriber shall pay charges as billed. West does not warrant and has no liability with respect to accuracy of charges or other information on QuickView+.

Authorized CLEAR Password Holder for CLEAR QuickView+

Last Name _____ First Name _____ E-Mail _____

CLEAR Renewals	
Subscriber Certification Section must also be completed for all Subscribers that interact with, manage, or house inmates or detainees.	
*Current Monthly CLEAR Charges is/are rate(s) in effect as of the date of this Order Form and may not be the rate(s) in effect when rate(s) for the Renewal Term is/are calculated, depending on the length of the current Minimum Term or current Renewal Term.	

Sub Matl #	CLEAR Products	Current Monthly CLEAR Charges*
Notes		

____ Subscriber's Initials for 12 Month Renewal Term** Subscriber agrees to commit to an additional 12 months and the Monthly CLEAR Charges for the such additional 12 months shall be _____% more than the current Monthly CLEAR Charges in effect at the end of the current Minimum Term and/or current Renewal Terms.

____ Subscriber's Initials for 24 Month Renewal Term** Subscriber agrees to commit to an additional 24 months. The Monthly CLEAR Charges for the first additional 12 months shall be _____% more than the Monthly CLEAR Charges in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly CLEAR Charges for the second additional 12 months shall be _____% more than the Monthly CLEAR Charges for the first additional 12 months.

____ Subscriber's Initials for 36 Month Renewal Term** Subscriber agrees to commit to an additional 36 months. The Monthly CLEAR Charges for the first additional 12 months shall be _____% more than the Monthly CLEAR Charges in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly CLEAR Charges for the second additional 12 months shall be _____% more than the Monthly CLEAR Charges for the first additional 12 months. The Monthly CLEAR Charges for the third additional 12 months shall be _____% more than the Monthly CLEAR Charges for the second additional 12 months.

** Effective at the end of the Minimum Term or current Renewal Term.

Non-Government Subscribers Only: Upon conclusion of the Renewal Term designated above, the Subscriber Agreement and this Order Form will automatically renew for consecutive 12-month periods, and the Monthly CLEAR Charges for the Renewal Term(s) will increase 7% per year unless either party gives written notice of cancellation to the other party at least 30 days in advance of any Renewal Term, including the first Renewal Term. Additionally, West may at its discretion provide Subscriber with notice at least 60 days in advance of any Renewal Term of a Monthly CLEAR Charge increase different from 7% after which Subscriber shall have 30 days to provide West with written notice of cancellation if Subscriber does not wish to renew. Excluded Charges may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. During any Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Government Subscribers Only: Upon conclusion of the Renewal Term designated above, Monthly CLEAR Charges are billed thereafter at up to then-current rates. Excluded Charges and Monthly CLEAR Charges (after the Renewal Term) may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. After the Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

CLEAR Batch Window Renewals

Subscriber Certification Section must also be completed for all Subscribers that interact with, manage, or house inmates or detainees.
 *Current Monthly Guarantee and the Monthly Window is/are rate(s) in effect as of the date of this Order Form and may not be the rate(s) in effect when rate(s) for the Renewal Term is/are calculated, depending on the length of the current Minimum Term or current Renewal Term.

Sub Matl #	CLEAR Batch Products	Current Monthly Guarantee*
Notes		

_____ **Subscriber's Initials for 12 Month Renewal Term**** Subscriber agrees to commit to an additional 12 months and the Monthly Guarantee for the such additional 12 months shall be _____% more than the current Monthly Guarantee in effect at the end of the current Minimum Term and/or current Renewal Terms.

_____ **Subscriber's Initials for 24 Month Renewal Term**** Subscriber agrees to commit to an additional 24 months. The Monthly Guarantee for the first additional 12 months shall be _____% more than the Monthly Guarantee in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly Guarantee for the second additional 12 months shall be _____% more than the Monthly Guarantee for the first additional 12 months.

_____ **Subscriber's Initials for 36 Month Renewal Term**** Subscriber agrees to commit to an additional 36 months. The Monthly Guarantee for the first additional 12 months shall be _____% more than the Monthly Guarantee in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly Guarantee for the second additional 12 months shall be _____% more than the Monthly Guarantee for the first additional 12 months. The Monthly Guarantee for the third additional 12 months shall be _____% more than the Monthly Guarantee for the second additional 12 months.

** Effective at the end of the Minimum Term or current Renewal Term.

Non-Government Subscribers Only: Upon conclusion of the Renewal Term designated above, the Subscriber Agreement and this Order Form will automatically renew for consecutive 12-month periods, and the Monthly Guarantee for the Renewal Term(s) will remain unchanged unless either party gives written notice of cancellation to the other party at least 30 days in advance of any Renewal Term, including the first Renewal Term. Additionally, West may at its discretion provide Subscriber with notice at least 60 days in advance of any Renewal Term of an increase in the a Monthly Guarantee after which Subscriber shall have 30 days to provide West with written notice of cancellation if Subscriber does not wish to renew. The Monthly Window shall remain unchanged during the Renewal Term(s). Excluded Charges may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. During any Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Government Subscribers Only: Upon conclusion of the Renewal Term, the Monthly Guarantee will be billed thereafter at up to then-current rates. The Monthly Window shall remain unchanged. Excluded Charges and Monthly Guarantee (after the Renewal Term) may be modified as set forth in the Subscriber Agreement (as defined herein). Subscriber is responsible for all Excluded Charges as incurred. After the Renewal Term, Subscriber's access to and use of CLEAR Services shall be governed by the Subscriber Agreement.

Passwords. Any passwords issued herein may only be used by the person to whom the password is issued and sharing of passwords is STRICTLY PROHIBITED.

General Provisions. This Order Form is subject to approval by West Publishing Corporation, ("West") in St. Paul, Minnesota shall become effective upon verification by West of Subscriber's credentials and is governed by Minnesota law. The state and federal courts sitting in Minnesota will have exclusive jurisdiction over any claim arising from or related to this agreement. Applicable sales, use, personal property, value added tax (VAT) or equivalent, ad valorem and other taxes are payable by Subscriber. Subscriber may be charged interest for overdue installments and subscriptions and for other open account charges. If any, CLEAR Charges or open account charges remain unpaid 30 days after becoming due, all amounts that are or would become due and payable for the remaining term of Subscriber's Subscriber Agreement shall become immediately due and payable at the sole option of West. Interest charged may be adjusted to the then-highest current rate allowable on Minnesota contracts. This Order Form is non-transferable. All collection fees, including but not limited to attorneys fees, are payable by Subscriber. West may request a current financial statement and/or obtain consumer credit report on the undersigned individual to determine creditworthiness. West will only request consumer credit information on the undersigned if the undersigned is applying for credit as an individual or if the undersigned's consumer credit information is necessary for West to consider granting credit to the aforementioned company. If Subscriber inquires whether a credit report was requested, West will provide information of such, if a report was received and the name, address and telephone number of the agency that supplied the report.

Returns. CLEAR Charges are non-refundable.

Full Svc #	CLEAR Products to be Lapsed

The CLEAR Services Subscriber Agreement and the applicable Schedule A price plan ("Subscriber Agreement") are hereby incorporated by reference and made part of this Order Form. In the event there is a conflict between the terms and conditions of the Subscriber Agreement and the terms and conditions of this Order Form, the terms and conditions of this Order Form shall control. Subscriber by his/her signature below, acknowledges his/her understanding and acceptance of the terms and conditions of the Subscriber Agreement.

Signature X _____ Date _____

AUTHORIZED REPRESENTATIVE FOR ORDER FORM

Printed Name _____
 Title _____
 Date _____
 Signature X _____

For Credit Card Transactions only:	Visa _____	Master Card _____	Am Ex _____	1501
Card # _____	Expir. Date _____	Total Amt. to Charge _____		

CLEAR Bridge Amendment

AVAILABLE ONLY TO NEW CLEAR SUBSCRIBERS

Amendment to Subscriber Agreement for CLEARSM Services between Lexington fayette county urban govt ("Subscriber") and **West Publishing Corporation ("West") as follows:**

1. **Effect of Amendment.** The underlying for CLEAR Services Subscriber Agreement, of even date herewith including all Schedules and Order Forms thereto ("Subscriber Agreement"), between Subscriber and West is amended as specifically set forth herein to incorporate the terms of this Amendment. As amended, the Subscriber Agreement shall remain in full force and effect according to its terms and conditions. All terms used in this Amendment shall have the meanings attributed to them in the Subscriber Agreement. This Amendment embodies the entire understanding between the parties with respect to the subject matter of this Amendment and supersedes any and all prior understandings and agreements, oral or written, relating to the subject matter. In the event there is a conflict between the terms and conditions of the Subscriber Agreement and the terms and conditions of this Amendment, the terms and conditions of this Amendment shall control.

2. **Term and Termination.** The Subscriber Agreement and this Amendment shall become effective upon approval and acceptance by West in St. Paul, Minnesota and shall continue in force and effect as set forth in paragraphs 3.1, 3.2 and 3.3 herein.

3. **Bridge**

3.1 From the effective date of this Amendment and continuing for a minimum of 90 days thereafter ("Period 1"), Subscriber shall receive access, at no charge, to the CLEAR product(s) elected by Subscriber on the Order Form (excluding all charges associated with CLEAR Batch Processing). Access to and use of applicable CLEAR Excluded Charges, if any, shall be billed to Subscriber at then-current Schedule A rates.

3.2 From the end of Period 1 and continuing through the end of the Minimum Term elected by Subscriber on the Order Form ("Period 2"), Subscriber shall receive access to the CLEAR product(s) elected by Subscriber on the Order Form, at the rates set forth therein. All access to and use of CLEAR Excluded Charges, if any, shall be billed at the then-current Schedule A CLEAR rates.

3.3 The Minimum Term shall be extended by the length of Period 1.

3.4 All other terms and conditions of the Subscriber Agreement shall remain unchanged.

West Publishing Corporation

By: _____
To be signed by authorized home office personnel only

Title: _____

Date: _____

Subscriber

By: _____

Name (please print): _____

Title: _____

Date: _____

Subscriber's Address: _____

Government Accounts Only**Addendum to West Order Form for WestlawPRO Orders****Subscriber:** _____**Account #:** _____**Date of Order Form:** _____

1. **Effect of Addendum.** The underlying Subscriber Agreement for Westlaw and CD-ROM Libraries, West Order Form and Schedule A Plan 2 WestlawPRO (collectively the "Subscriber Agreement"), between Subscriber and West is amended as specifically set forth herein to incorporate the terms of this Addendum. As amended, the Subscriber Agreement shall remain in full force and effect according to its terms and conditions. All terms used in this Addendum shall have the meanings attributed to them in the Subscriber Agreement. This Addendum supersedes any and all prior understandings and agreements, oral or written, relating to the subject matter. In the event there is a conflict between the terms and conditions of the Subscriber Agreement and the terms and conditions of this Addendum, the terms and conditions of this Addendum shall control.

2. **Modification of Order Form-Non Availability of Funds.** If Subscriber fails to receive sufficient appropriation of funds or authorization for the expenditure of sufficient funds to continue service under the Order Form, or if Subscriber receives a lawful order issued in or for any fiscal year during the Minimum Term or Renewal Term of the Order Form that reduces the funds appropriated or authorized in such amounts as to preclude making the payments set out therein, Subscriber may submit a written notice to West seeking cancellation of the service, the Subscriber Agreement and the Order Form. Subscriber shall provide West with notice not less than thirty (30) days prior to the date of cancellation, and shall include a written statement documenting the reason for cancellation, including the relevant legal authority for cancelling, and an official document certifying the non-availability of funds (e.g., executive order, an officially printed budget or other official government communication). Upon West's receipt of a valid cancellation notice, Subscriber shall pay all charges incurred for any products and/or services received prior to the effective date of the cancellation (and in the case of print/CD-ROM products, return all unpaid print/CD-ROM products and updates).

West, a Thomson Reuters business**Subscriber**

Signed: _____

Accepted by: _____

Name (please print): _____

Title: _____

Title: _____

Date: _____

Date: _____