



THOMSON REUTERS

Order Form

Contact your representative Wendy.Schwab@thomsonreuters.com with any questions. Thank you.

Order ID: **811389**

Subscriber Information

Account Address:

Account #: **1000492289**
LEXINGTON FAYETTE URBAN
COUNTY
ROBIN ADAMS
REVENUE DIVISION
200 E MAIN ST FL 2
LEXINGTON, KY 40507
US
(859) 258-3355

Shipping Address:

Account #: **1000492289**
LEXINGTON FAYETTE URBAN
COUNTY
REVENUE DIVISION
200 E MAIN ST FL 2
LEXINGTON, KY 40507
US
(859) 258-3355

Billing Address:

Account #: **1000492289**
LEXINGTON FAYETTE URBAN
COUNTY
ROBIN ADAMS
REVENUE DIVISION
200 E MAIN ST FL 2
LEXINGTON, KY 40507
US
(859) 258-3355

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", "my" or "I".

CLEAR Products

CLEAR Fixed Rate

Svc Mat #	Product	Qty	Unit	Minimum Term (Months)	Term and Increase
41859364	CLEAR Government Investigations Advanced	4	CLEAR Users	36	Year 2-2% Year 3-2%

Minimum Terms

Monthly Charges begin on the date West Publishing Corporation ("West", "we" or "our") processes your order and continue for the number of complete calendar months listed in the Minimum Term column above. Based on above terms listed you agree to the length and year over year increases.

During my subscription terms, I am also responsible for all Excluded Charges. Excluded Charges are charges for accessing CLEAR that is not included in your subscription. Excluded Charges may change after 30 days written or online notice.

If you are a corporation accessing CLEAR Services on your own behalf and on behalf of any government agency or entity, you must sign separate agreements for each use case and be credentialed separately for each use case. If you have an existing Per User CLEAR license and are using this Order Form to add additional users, the Minimum Term in your underlying Order Form will apply.

If the transactional value of your CLEAR fixed rate usage exceeds your then-current Monthly Charges by more than 10 times in any month (or by 20 times in any month for Enterprise Law Enforcement subscribers), we may limit access to live gateways and request that the parties enter into good faith renegotiation or terminate upon 10 days written notice. Transactional value of your CLEAR usage is calculated based upon our then-current Schedule A rate. Schedule A rates may change upon at least 30 days written or online notice.

If you have a fixed rate batch subscription and the total of your batch inputs exceed your annual fixed rate batch allotment, we may request that the parties enter into good faith negotiations regarding a superseding agreement or terminate your subscription.

Post Minimum Terms

For Online/Practice Solutions/Software: Your subscription will change to a month-to-month status at the end of the Minimum Term, and your applicable Monthly Charges will be billed at up to the then current retail rate. Thereafter, we may modify the Monthly Charges after at least 30 days notice. Either of us may cancel the month-to-month subscription by sending at least 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

Order charges for print/eBook products not on subscription: N/A

Initial order charges for print/eBooks products with updates billed upon shipment: N/A

Initial Monthly Charges for Products under 36 month Minimum Term: \$439.20

Estimated total Monthly Charges for the initial 12 months: \$439.20

Totals above do not reflect applicable taxes and transportation charges or updates billed upon shipment. Please see the Miscellaneous section below for details.

These Monthly Charges show the first year's Monthly Charges (and are combined if multiple products are ordered) with the same contract term and are subject to increase per the terms of this agreement.

Miscellaneous

Charges, Payments Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Excluded Charges and Schedule A rates. If you access CLEAR services that are not included in your subscription you will be charged our then current rate. Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-clear.pdf>. Excluded Charges may change after 30 days written or online notice.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you are authorizing as part of this order, or have already authorized us to bill a credit card or debit card or make electronic fund transfer for West subscriptions on an ongoing basis, no further action is needed.

Returns and Refunds. You may return a print or CD-ROM/DVD product to us within 45 days of the original shipment date if you are not completely satisfied. Different policies apply to print products you receive as part of a program such as Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack and WestPack. Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

The General Terms and Conditions, apply to all products ordered, except print and is located at <http://static.legalsolutions.thomsonreuters.com/static/general-terms-conditions.pdf>. The General Terms and Conditions for Federal Subscribers, is located at <http://static.legalsolutions.thomsonreuters.com/static/federal-general-terms-conditions.pdf>. In the event of a conflict between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Products Subscriptions The number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students for the banded products you ordered appear in the Quantity column above. Our pricing for banded products is made in reliance upon that number. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable.

Additional Contract Information

NON-AVAILABILITY OF FUNDS FOR CLEAR GOVERNMENT SUBSCRIBERS (not available to non-government subscribers).

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, if permitted under applicable

law. 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 statutory 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.

The subscriptions to the following identified products are to be lapsed per the authorized signer of this order: 41859366 - ENCLR CLEAR Invest Adv (FLAG Seat)

For questions regarding this order, please contact West Customer Service at 1-800-328-4880.

Signature for Order ID: 811389

ACKNOWLEDGMENT

I have read all pages and attachments to this Order Form and I accept the terms on behalf of Subscriber. I warrant that I am authorized to sign this Order Form on behalf of Subscriber.



Signature of Authorized Representative for order

Title

Printed Name

Date

AUTHORIZED WEST REPRESENTATIVE © 2016 West Publishing Corporation. All rights reserved.

Signature: Chuck Hornstein

Printed Name: Chuck Hornstein

Title: SR Sr. Consultant

Date: 8/4/2016



THOMSON REUTERS

Attachment

Contact your representative Wendy.Schwab@thomsonreuters.com with any questions. Thank you.

Order ID: 811389

Payment and Shipping Information

Payment Method:

Payment Method: WestAccount

Account Number:

Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

Additional Information

Created By: 0011227

Order Source: 27

Revenue Channel: 01

Order Date: 7/28/2016 2:40:31 PM

P.O. Number:

Additional Data B: 4

Product and User Details

Banded Products for all users below

41859364 CLEAR Government Investigations Advanced

User	Position	Email
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Judy Higgins	Clear Investigator	judyh@lexingtonky.gov
Jeff Lewis	Clear Supervisor	jlewis2@lexingtonky.gov
Hilori Morgan	Clear Investigator	hmorgan@lexingtonky.gov
Rusty Cook	Clear Investigator	rcook@lexingtonky.gov

Account and IP Address Info for CLEAR Products

Technical Contact for CLEAR Products

Name: Robin Adams
Phone: (859) 258-3355
Email: radams@lexingtonky.gov

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 must be provided for all CLEAR orders:

- 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.

Permissible IP Address(es) will be those provided below as well as any previously provided IP Address(es) for this Subscriber

IP Addresses: 0.0.0.0 To 0.0.0.0

Subscriber's Internet Service Provider Name: Same as existing

All CLEAR Subscribers may receive roaming access to CLEAR by default. Roaming access permits users outside Subscriber's designated IP Address/Range. West may, at its option, block roaming access.

Order Contact Information

First Name	Last Name	Email Address	Contact Description	Contact Number
Robin	Adams	radams@lexingtonky.gov	Order Confirmation Contact	28
Robin	Adams	rcook@lexingtonky.gov	Primary Password Contact	24
Robin	Adams	rcook@lexingtonky.gov	CLEAR® Primary Account Contact	46
Robin	Adams	radams@lexingtonky.gov	My Account Administrator	My Account
Robin	Adams	radams@lexingtonky.gov	Quickview Contact	Quickview

Office Use Only

- Exception Approval Code E428563
- OF Ver: <https://ordermation.west.thomson.com/esigs/ofversion.aspx?pfv=true&ordergroupid=2d2c1f7796bd4d8a8422732a10c32c10&isofview=yes>

**Account Validation and Certification (AVC) Form
Westlaw and CLEAR (Government)**



THOMSON REUTERS

Subscriber Information		REQUIRED
Account Number (if applicable)	1000492289	
Full Legal Name/Entity	LEXINGTON FAYETTE URBAN COUNTY ROBIN ADAMS REVENUE DIVISION	
Business Unit/Dept/Agency		
The applicant's address below is (please check one):	<input checked="" type="checkbox"/> a Commercial Location <input type="checkbox"/> a Residence (i.e. a home-based business)	
Street Address	200 E MAIN ST FL 2	
City	LEXINGTON	
Country (if not US)	US	
State	KY	
Zip	40507	
Main Organization Telephone	(859) 258-3355	
Location/Contact/Ext Telephone	Robin Adams	
E-Mail Address	radams@lexingtonky.gov	
Website	http://www.lexingtonky.gov/	
Cell Phone (if no land line available)	<input type="checkbox"/> Check here if no website available	

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

Select Type of Government

- US – Federal
- US – State
- US – Local
- Tribal Government
- Other Government (please describe) County

Select Type of Academic Institution

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

Do your end users have arrest powers? No Yes

Will data be used to help collect consumer debt (i.e., financial obligations of a consumer relating to a transaction for personal, family, or household purpose)? No Yes

Are you requesting access to the Social Security Administration Death Master File ("DMF"), which includes date of birth, social security number, and full date of death for deceased individuals within three years of death ("Limited Access DMF")? No Yes

Are you requesting access to Utility data? No Yes

Depending on the specific data that you are requesting, a site inspection may be required of each of the location(s) where your end user(s) will be using the product. Please provide the name and phone number of the person you would like us to contact if a site inspection needs to be scheduled.

Name	Robin Adams	Telephone Number	(859) 258-3355
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Multiple Locations/Branches/Subsidiaries

Please check here if your end users will be using the product at multiple locations. If so, please attach a completed *Addendum to Account Validation and Certification Form-Multiple Locations*.

Permissible Use under Gramm Leach Bliley Act

Your use of certain consumer data within the product is limited by the U.S. Gramm-Leach-Bliley Act (15 U.S.C. 6801 et. seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.

- You do not have a 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 any 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

Your use of certain drivers record and vehicle data is limited by the U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.

- You do not have a 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.

Permissible Use and Certification under the Bipartisan Budget Act of 2013 to Limited Access DMF

Your use of the Limited Access DMF (as defined above) is controlled by the U.S. Bipartisan Budget Act of 2013 (42 U.S.C. §1306 et seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.

- You do not have a permissible use.
- For a legitimate fraud prevention purpose
- For legitimate business purpose pursuant to a law, governmental rule, regulation, or fiduciary duty

The U.S. Bipartisan Budget Act requires that (1) you maintain a comprehensive information security program, including systems, facilities, and procedures in place to safeguard the Limited Access DMF, and (2) you have the experience in maintaining the confidentiality, security, and appropriate use of such information, pursuant to requirements similar to the requirements of section 6103(p)(4) of the Internal Revenue Code of 1986. You agree that you will not make the Limited Access DMF available to any person or entity that does not meet the requirements to be a Certified Person as set forth in 15 C.F.R. §1110.102. IF REQUIRED BY A GOVERNMENT AGENCY, YOU AGREE TO BE PROPERLY CERTIFIED PRIOR TO UTILIZING THE LIMITED ACCESS DMF AND WILL PROVIDE A COPY OF SUCH CERTIFICATION TO WEST UPON ITS REQUEST.

	<p>UNMASKED OR FULL DISPLAY OF SENSITIVE PERSONAL INFORMATION SECTION Qualified Accounts Only <u>Complete this Section ONLY if you are requesting access to or removal of full display sensitive personally identifiable information</u></p>	
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WEST PUBLISHING CORPORATION ('WEST') – AUTHORIZED SENSITIVE PERSONAL 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), U.S. Bipartisan Budget Act of 2013(42 U.S.C. §1306 et seq.), and other applicable laws. As a general rule, sensitive data in our public records products is truncated or masked. In order to help ensure that access to authorized unmasked and full display of sensitive data is warranted, we require validation on a regular basis to certify that the unmasked and full display of personal information is needed, continues to be needed, and will only be used in connection with legitimate business. West, in our sole discretion, reserves the right to discontinue access to unmasked and full display of sensitive information as we deem necessary or as required by our data providers.

CLEAR Subscribers: All users under a CLEAR subscription are granted the same level of access. Please memorialize your acknowledgement of this by indicating the action to be taken in the Add/Remove (i.e., "ADD to all CLEAR Users" or "Remove from all CLEAR Users").

Westlaw Subscribers: Only those Westlaw users listed below will be granted access to unwanted or full display of sensitive personal information.

By completing the information below, you understand that you are requesting that unmasked or full display of Social Security Numbers, Day of Date of Birth and/or Driver's License Wallet be added or removed from the accounts indicated below.

User			Action
Last Name	First name	Password (applicable only if active subscriber)	Add or Remove
			No Change - All CLEAR Users should continue full unmasked access

BY SIGNING BELOW YOU CERTIFY THAT:

- All end users will access and use the data, including all personally identifiable information, in accordance with all applicable laws, rules, and regulations. No end user will access records that require a permissible use unless such a use exists. It is your responsibility to seek guidance and clarification in case of any question about the proper use of any data. **YOU ARE RESPONSIBLE FOR ANY UNAUTHORIZED COLLECTION, ACCESS, USE, OR DISCLOSURE OF DATA AVAILABLE OR ACCESS BY YOUR END USERS.** You agree to immediately notify us of any actual or suspected breach or unauthorized collection, access, use or disclosure of any data. You agree to make all reasonable efforts to assist us and our data providers in relation to any related investigation.
- You and your end users are NOT involved in credit fraud, identification theft, stalking, harassment, any unethical business practices or illegal activity and neither you nor your end users have or will assisted or facilitated these activities by your customers. Neither you nor your end users are on the U.S. Treasury Department Office of Foreign Assets Control (OFAC) Specially Designated Nationals and Blocked Persons List.
- You understand that West is not a Consumer Reporting Agency and that you will only use the data to support your own processes and decisions. You understand that you are strictly prohibited from denying any service or access to a service to a consumer based on any data. Examples of types of service include eligibility for credit or insurance, employment decisions, or any other purpose described in the Fair Credit Report Act (15 U.S.C.A. §1681 et. seq.).
- You understand that you may periodically be required to re-certify information provided in this AVC form.
- All information you provided in this AVC Form and any related or associated documents is true and correct and, if applicable, applies to all locations set forth in the Multi-Location Addendum. Your signature below as "Authorized Representative" certifies that you are the authorized signatory for this account

AUTHORIZED REPRESENTATIVE

Printed Name _____

Title _____

Date _____

Signature X _____

All information is subject to verification and approval by West



AUTHORIZED WEST REPRESENTATIVE

Signature: *Chuck Hornsten*

Printed Name: Chuck Hornsten

Title: SR State Counselor

Date: 8/4/2016