

Contract #84-2014



## Order Notification

Contact your representative [bruce.montgomery@thomsonreuters.com](mailto:bruce.montgomery@thomsonreuters.com) with any questions. Thank you.

Order ID: **610256**

### Subscriber Information

**Account Address:**

Account #: **1000642626**  
 LEXINGTON FAYETTE URBAN  
 COUNTY  
 GOVT LAW DEPT  
 200 E MAIN ST 11TH FL  
 LEXINGTON, KY 40507  
 US  
 859-258-3500

**Shipping Address:**

Account #: **1000642626**  
 LEXINGTON FAYETTE URBAN  
 COUNTY  
 GOVT LAW DEPT  
 200 E MAIN ST 11TH FL  
 LEXINGTON, KY 40507  
 US  
 859-258-3500

**Billing Address:**

Account #: **1000642626**  
 LEXINGTON FAYETTE URBAN  
 COUNTY  
 GOVT LAW DEPT  
 200 E MAIN ST 11TH FL  
 LEXINGTON, KY 40507  
 US  
 859-258-3500

### Payment and Shipping Information

**Payment Method:**

Payment Method: **WestAccount**  
 Account Number: **1000642626**

**Shipping Information:**

Shipping Method: **FREE Ground Shipping - U.S. Only**

### Additional Information

Created By: **0012820**  
 Order Source: **27**  
 Revenue Channel: **01**  
 Order Date: **10/24/2014 12:22:32 PM**  
 P.O. Number:  
 Additional Data B: **15**

### Order Contact Information

First Name	Last Name	Email Address	Phone	Contact Description	Contact Number
Sandra	Burke	<a href="mailto:sburke@lexingtonky.gov">sburke@lexingtonky.gov</a>		Order Confirmation Contact	28
Sandra	Burke	<a href="mailto:sburke@lexingtonky.gov">sburke@lexingtonky.gov</a>		Primary Password Contact	24
Sandra	Burke	<a href="mailto:sburke@lexingtonky.gov">sburke@lexingtonky.gov</a>		Quickview Contact	Quickview

### Internal Comments

- Exception Approval Code:E159245
- Exception Approval Code:E161271
- Worksheet Custom Pro:<https://ordermation.west.thomson.com/esigs/of.aspx?porordergroupid=217715a6e50848a2b1adef374e6f3a7a&pfv=true>
- OF Ver:<https://ordermation.west.thomson.com/esigs/ofversion.aspx?pfv=true&ordergroupid=fb55be4145b04fca911dfb0530430fc2&isofview=yes>

**New Products - WestlawPRO/CD/WLEC/Other**

Qty	Product	Material ID
1	Government Select Level 2 States (WestlawNext™); (Banded)	40988758

Modules to include in Custom PRO:

Material ID	Description
40982489	Primary Law with KeyCite®: All — Kentucky (WestlawNext™);
40982967	Corpus Juris Secundum® (WestlawNext™);
40980419	All Analytical Library (WestlawNext™);
40981241	All News (WestlawNext™);
40981520	All Primary Law (WestlawNext™);
40982934	Jury Verdicts Combined (WestlawNext™);
40982216	Kentucky Practice Series (WestlawNext™);
40980864	Legislative History — Kentucky (WestlawNext™);
40981676	Municipal Law Practitioner Core — Kentucky (WestlawNext™);
41630364	Practical Law (WestlawNext™; PRO)
41024657	Related Documents (WestlawNext™);

Existing Secondary Print Product Subscription(s) to include in WestPack:

Qty	Product	Material ID
1	BANKRUPTCY CODE RULES AND FORMS PAM SUB	21035157
1	CIVIL RIGHTS AND CIVIL LIBERTIES LITIGATION: LAW OF SECTION 1983 SUB	15274868
6	KY COURT RULES STATE AND FEDERAL PAMPHLETS VOLUMES I-II SUB	17532589
2	KY REVISED STAT ANNO SUB	21112917
1	TRIAL HANDBOOK FOR KY LAWYERS SUB	14657508

Subscriber maintains existing subscription(s) to this WestPack title - do not ship

Monthly charges (Monthly Charges) for the WestPack Principal Product are billed on the date West processes Subscriber's order and continue for the minimum term of complete calendar months elected by Subscriber with his/her initials below (Minimum Term). Subscriber also requests to enter and/or maintain all subscriptions to the WestPack Secondary Products (new and/or existing as set forth above) during the Minimum Term and the charges for Subscriber's WestPack Secondary Products (both initial charges and subscription charges) shall be billed separately at then current rates with the discount as set forth below. Any additional users added to any existing Per User CD-ROM product licensed by Subscriber from West shall be tied to the Minimum Term of the underlying Order Form for such product(s).

X MA for JG Subscriber's Initials for 36 month Minimum Term for the Principal and the Secondary Products. Subscriber agrees to commit to a 36 month Minimum Term for the Principal and Secondary Products. The Monthly Charges for Principal Product the first 12 months shall be as set forth herein and the Monthly Charges for the second 12 months shall be 1% more than the Monthly Charges for initial 12 months and Monthly Charges for third 12 months shall be 1% more than Monthly Charges for second 12 months. WestPack Secondary Product discount of 50% shall apply to both new and existing Secondary Product(s) throughout the Minimum Term.

X MA for JG Subscriber's Initials for Subscription Term after the Minimum Term for WestPack Principal Products. Upon conclusion of the Minimum Term, Subscriber's Monthly Charges shall be billed at up to then-current rates. Excluded Charges (as defined in Schedule A) may modified as set forth in the respective Subscriber Agreement (as defined herein). Monthly Charges may be modified upon 30 days written notice to Subscriber. Either party may provide the other party with 30 days prior written notice of cancellation to the Principal Product above. In such event, all discounts associated with WestPack Secondary Products shall also terminate and the terms set forth below for WestPack Secondary Products shall apply. Subscriber's notice of cancellation should be sent to the attention of Customer Service at the address set forth herein.

X MA for JG Subscriber's Initials for WestPack Secondary Products after the Minimum Term. Upon conclusion of the Minimum Term Subscriber hereby requests that West continue to provide subscription services for the Secondary WestPack Product(s) associated with the WestPack agreement. Subscription services consist of automatic shipments: a) for print products: updates and/or supplements to the service, including but not limited to, pocket parts, pamphlets, replacement volumes or loose-leaf pages; b) for CD-ROM products: updates and/or supplements to the service, including but not limited to, updated, replacement or supplemental CD-ROMs and online updates; and c) for eBook products that are updated: updates to the most current version of each edition of the eBooks set forth on this Order Form which are available during Subscriber's subscription term (with browser-based online access to the most current version of the eBook), all of which will be billed separately at then-current rates with the discounts as set forth above unless Subscriber's subscription to the Principal WestPack Product is terminated in which case the discounts shall terminate. West's sales representatives will provide additional information regarding frequency and updates upon request. Subscription services for WestPack Products will continue until cancelled and may be cancelled at any time by West or cancelled upon written request by Subscriber to the attention of Customer Service at the address set forth herein.

15 attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel and the like), seats (if applicable), corporate users, students and Personnel if ordering Paralegal Plans or terminals (used for Patron Access and Correctional Facility Products) at the location identified above (for WestlawPRO, CD-ROM case law orders and/or West LegalEdcenter Charges). If West learns that the actual number exceeds this number, West reserves the right to increase Subscriber Monthly Charges as applicable.

**New Products - Print**

Qty	Product	Material ID	Program Details	Program Codes	List Price	Other	Net Price	Subscription Type
4	Kentucky Rules of Court - State, 2014 ed. (Vol. I, Kentucky Court Rules)	15343984	545208- WestPack New Prnt Disc	545208	\$0.00		\$0.00	Subscription Only

*X MA for JS*

Subscriber's Initials for Subscription Service Subscriber hereby requests that West provide subscription services for the above designated products. Subscription services consists of automatic shipments: a) for print products: updates and/or supplements to the service, including but not limited to, pocket parts, pamphlets, replacement volumes, or loose-leaf pages; b) for CD-ROM products: updates and/or supplements to the service, including but not limited to, updated, replacement or supplemental CD-ROMs and online updates; all of which will be billed separately at then-current rates. West's sales representatives will provide additional information regarding frequency and updates upon request. Products billed annually are billed in advance at then-current rates. Subscription services will continue until cancelled and may be cancelled at any time by West or cancelled upon written request by Subscriber to the attention of Customer Service at the address set forth herein. For Transportation Charges and Returns and Refunds see "Additional Terms" herein

Order Subtotal:	N/A
*Shipping:	FREE
* Estimated Tax:	TBD
Order Total:	\$0.00
Products Under 36 month contract term: \$2,048.00	
** Billed Monthly Total: \$2,048.00	

\* Sales tax for your order will reflect applicable state and local taxes and will be finalized upon shipment. In accordance with applicable laws, tax will be applied to products and shipping. Actual tax may vary slightly from that shown above.

\*Free shipping is not applicable to print orders that will be shipped from affiliates of Thomson Reuters that are located outside of the United States, its territories and possessions. For such products, transportation and handling charges (FOB origin) will be added.

\*\* First full month billing will be invoiced at the monthly billed detail set forth above. Pricing is subject to the price increase pursuant to the terms and conditions set forth in agreement.

**Lapse Subscriptions**

Active Subscriptions to Lapse	Contract Number	Material ID
WL PRO RESULTSPLUS PREMIUM	0118407967	40470694
WESTLAW SELECT	0118407936	40988667
COMBINED JURY VERDICTS	0118407954	40976393
GOVERNMENT GC ALL PRIMARY LAW MODULE	0118407951	40973997
KY MUNICIPAL PRACTITIONER CORE	0118407963	40974420
RELATED DOCS	0118407966	41024656
WESTLAW ALL ANALYTICAL LIB 2000	0118407945	40973477
WESTLAW GC EMPLOYMENT & HR MODULE	0118407969	40975218
WESTLAWPRO CJS	0118407942	40974243
WESTLAWPRO KY PRACTICE	0118407957	40973671
WESTLAWPRO WITH KEYCITE ALL KY	0118407937	40973836
WL PRO GENL CNSL ALL NEWS PLUS	0118407948	40975204
WL PRO LEGISLATIVE HISTORY KY	0118407960	40974778

**Additional Terms.**

**Credit Card Transactions Only.** Subscription charges for this order will be billed to Subscriber's West account unless automatic credit card or electronic funds transfers have been separately authorized by Subscriber.

**Subscriber Auto Charge Credit Card / Electronic Funds Transfer Election Payment Terms.** Subscriber may separately authorize West to automatically charge a credit card (Auto Charge) or electronic fund transfer (EFT), to pay charges for charges due on Subscriber's account. If Subscriber currently subscribes to Auto Charge or EFT, subscription charges incurred from this order will be Auto Charged or debited through EFT (as elected) in accordance with existing terms and conditions.

**Returns and Refunds.** If Subscriber is not completely satisfied with any print product received from West as part of a subscription or as a one-time purchase, and not as part of a multi-year contract or a CD-ROM/DVD product received after the Minimum Term, the product may be returned within 45 days of the original shipment date for a full refund or credit, in accordance with West's then-current returns policies. Different rules (<http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf>) apply for print products received as part of multi-year contracts such as, but not limited to, Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements and ePack and to WestPack contracts as well. Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are non-refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact West Customer Service at 1-800-328-4880 for additional details regarding West's current policies on returns and refunds.

**Notices.** Except as otherwise provided in the applicable Subscriber Agreement, all notices must be in writing to West at 610 Opperman Drive, P.O. Box 64833, St. Paul, Minnesota 55164-1803, Attention: Customer Service, and to Subscriber at the address set forth in the Order Form/Order Notification.

**Transportation Charges.** Print and CD-ROM/DVD products are shipped FOB origin. Transportation charges will only be added to expedited shipments at Subscriber's request and for international products or shipments at then-current carrier rates.

**Other Terms and Conditions.** Any passwords issued herein may only be used by the person to whom the password is issued and sharing of passwords is STRICTLY PROHIBITED. Any West km software licensed hereunder must reside on a dedicated server provided and maintained by Subscriber at Subscriber's expense, and such server must be accessible to all of Subscriber's authorized users. Subscriber's Westlaw Doc and Form Builder Data will be web hosted by West. Upon termination of any Westlaw Doc and Form Builder subscription, West will provide Subscriber with access to and the ability to export related Westlaw Doc and Form Builder Data for 180 days at no charge. Thereafter, West will delete such Westlaw Doc Form Builder Data. West may share Subscriber information and Subscriber Content with its business partners as may be necessary to provide Time and Billing Services to Subscriber and Subscriber must remove all Time and Billing content prior to termination of this Order Form and Subscriber Agreement.

**General Provisions for Non-Government Subscribers Only.** This Order Form is subject to approval by West, a Thomson Reuters business (West) in St. Paul, Minnesota 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. All payments are due 30 days from date of invoice. 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 charges. If any 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 may not be assigned, sublicensed or otherwise transferred by Subscriber without West's prior written consent. 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.

**General Provisions for Government Subscribers Only.** This Order Form is subject to approval by West, and is governed by the laws of Subscriber's state. The courts sitting in Subscriber's state will have exclusive jurisdiction over any claim arising from or related to this agreement. If Subscriber is a U.S. Federal Government subscriber, this Order Form is governed by the laws of the United States of America. Applicable sales, use, personal property, value added tax (VAT) or equivalent, ad valorem and other taxes are payable by Subscriber. This Order Form may not be assigned, sublicensed or otherwise transferred by Subscriber without West's prior written consent.

**Additional Contract Information**

**NON-AVAILABILITY OF FUNDS FOR WestlawPRO 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 (and in the case of print/CD-ROM products, return all unpaid print/CD-ROM products and updates)

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

**Signature for Order ID: 610256**

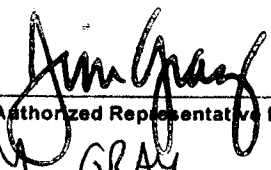
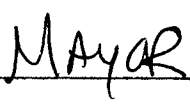
The following, individually or jointly, as applicable ("Subscriber Agreement and Schedule A") is/are hereby incorporated by reference and made part of this Order Form:

- Research Subscriber Agreement (located at <http://legalsolutions.com/research-subscriber-agreement>)
- Applicable Schedule A (located at <http://legalsolutions.com/schedule-a-westlaw>)

and the following if applicable when ordering Hosted Practice Solutions

- Hosted Practice Solutions Subscriber Agreement (located at <http://legalsolutions.com/hosted-practice-solutions-subscriber-agreement>)
- Applicable Schedule A (located at <http://legalsolutions.com/schedule-a-concourse-firm-central-caseologistix>)

In the event there is a conflict between the terms and conditions of the Subscriber Agreement and Schedule A and the terms and conditions of this Order Notification, the terms and conditions of this Order Notification shall control. Subscriber by his/her signature below, acknowledges his/her understanding and acceptance of the terms and conditions of the Subscriber Agreement, and Schedule A and this Order.

X		
	Signature of Authorized Representative for order	Title
JIM GRAY	Date	4/25/14
Printed Name		

**WestlawPRO - Deal Builder - Government Select - WestlawNext - Modules Addendum**

**Customer Account Address:**

Account #: 1000642626  
LEXINGTON FAYETTE URBAN COUNTY  
GOVT LAW DEPT  
200 E MAIN ST 11TH FL  
LEXINGTON  
KY  
40507  
US  
859-258-3500

**Core Product:** Primary Law with KeyCite®: All — Kentucky (WestlawNext™)

**Modules Selected**

Corpus Juris Secundum® (WestlawNext™);  
All Analytical Library (WestlawNext™);  
All News (WestlawNext™);  
All Primary Law (WestlawNext™);  
Jury Verdicts Combined (WestlawNext™);  
Kentucky Practice Series (WestlawNext™);  
Legislative History — Kentucky (WestlawNext™);  
Municipal Law Practitioner Core — Kentucky (WestlawNext™);  
Practical Law (WestlawNext™; PRO)  
Related Documents (WestlawNext™);

GC EMPLOYMENT & HR (WESTLAW NEXT)

X

Subscriber's Initials for Modules elected by Subscriber: MPB for RL

Date: 11/25/14

**WEST ORDER FORM - CLEAR® SERVICES**  
 610 Opperman Drive, P.O. Box 64833  
 St. Paul, MN 55164-1803  
 Tel: 651/687-8000



**THOMSON REUTERS**

<b>Check West account status below as applicable:</b>		Rep Name & Number <u>Bruce Montgomery 0012820</u>	
New <input type="checkbox"/> (NACT Form attached)			
Existing with no changes <input checked="" type="checkbox"/>		Existing with changes <input type="checkbox"/> (Permanent name change must attach a Customer Name Change Form)	
Does Subscriber have an existing West account?			
<input checked="" type="checkbox"/> Yes		If yes, please provide West account number <u>1000794376</u>	
<input type="checkbox"/> No			
Acct #	<u>1000794376</u>	Quote #	
		PO #	
		Date	<u>10/2014</u>
Name/Subscriber	<u>LEXINGTON FAYETTE URBAN CO</u>		Bill To Acct #
Order Confirmation Contact Name	<u>Sandra Burke</u>		
E-Mail	<u>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		Telephone	
CLEAR Primary Account Contact Name (general business contact) <u>SAME</u>			
E-Mail		Telephone	
Permanent Address Change <input type="checkbox"/> One-Time Ship To <input type="checkbox"/> Additional Ship To <input type="checkbox"/> Additional Bill To <input type="checkbox"/>			
Name	Attn:		
Address	Suite/Floor		
City	State	County	Zip
<b>CLEAR Fixed Rate</b>			

...REQUIREDD...  
IF NEEDED

Full Svc #	CLEAR Products	# of Users/Alerts/Seats at Subscriber's Location	Monthly Banded/ Base Rate	Per User Rate	Other	Total Monthly Charges
41011056	CLEAR with Web Analytics	5				\$357.48

Notes:  
**Approved Exception 161269**

**Total Monthly Charges \$ 357.48**

Monthly charges ("Monthly 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 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 Charges for the second 12 months not to increase by more than            % over the Monthly Charges for the initial 12 months.

Xmas **Subscriber's Initials for 36 Month CLEAR Minimum Term** Subscriber agrees to commit to a Minimum Term of 36 months and the Monthly Charges for the second 12 months not to increase by more than 1 % over the Monthly Charges for the initial 12 months and Monthly Charges for the third 12 months not to increase by more than 1 % over the Monthly Charges for the second 12 months.

**Non-Government Subscribers Only.** Upon conclusion of the Minimum Term, the Subscriber Agreement (as defined herein) and this Order Form will automatically renew for consecutive 12-month periods ("Renewal Term"), and the Monthly 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 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. 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 Charges are billed thereafter at up to then-current rates. Excluded Charges and Monthly 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.

<b>CLEAR Batch Transactional</b>	
----------------------------------	--

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. Monthly 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. During the Minimum Term and thereafter (including any Renewal Term) Monthly 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.

**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.

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

<b>CLEAR Windows</b>	
----------------------	--

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

**Notes:**

Monthly Charges are billed on the date West processes Subscriber's order and continue for 12 complete calendar months ("Minimum Term"). Subscriber may elect a longer Minimum Term by his/her initials below. Subscriber shall guarantee minimum Monthly 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 window (the "Monthly Window") as set forth above. Subscriber shall pay all CLEAR Charges in excess of the Monthly Window as incurred, as well as all other applicable Monthly Charges. Monthly Charges may be modified as set forth in the Subscriber Agreement. Subscriber is responsible for all Excluded Charges as incurred. 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. CLEAR Batch Window 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.

\_\_\_\_ **Subscriber's Initials for 24 Month CLEAR Minimum Term** Subscriber agrees to commit to a Minimum Term of 24 months and the Monthly Guarantee for the second 12 months not to increase by more than \_\_\_\_% over the Monthly Guarantee 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 Guarantee for the second 12 months not to increase by more than \_\_\_\_% over the Monthly Guarantee for the initial 12 months and Monthly Guarantee for the third 12 months not to increase by more than \_\_\_\_% over the Monthly Guarantee 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 Guarantee for the Renewal Term(s) will increase 0% 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 Guarantee increase different from 0% 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. Excluded Charges may be modified as set forth in the Subscriber Agreement. 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 Charges will be billed thereafter at up to then-current rates, subject to the Monthly Guarantee. 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. 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 Users, My Account Administrator and Authorized QuickView+ User**

Last Name	First Name	E-mail Address	Phone Number	IN	AD	AN	SV	TC
SAME as Currently	Set Up							

If there are additional CLEAR users additional page(s) must be submitted with the order

User Type Key	IN = Investigator	SV = Supervisor
	AD = Administrator	TC = Technical
	AN = Analyst	

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 users(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 Charges*
Notes		

\_\_\_\_ Subscriber's Initials for 12 Month Renewal Term\*\* Subscriber agrees to commit to an additional 12 months and the Monthly Charges for the such additional 12 months shall be \_\_\_\_\_% more than the current Monthly 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 Charges for the first additional 12 months shall be \_\_\_\_\_% more than the Monthly Charges in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly Charges for the second additional 12 months shall be \_\_\_\_\_% more than the Monthly 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 Charges for the first additional 12 months shall be \_\_\_\_\_% more than the Monthly Charges in effect at the end of the current Minimum Term and/or current Renewal Terms and the Monthly Charges for the second additional 12 months shall be \_\_\_\_\_% more than the Monthly Charges for the first additional 12 months. The Monthly Charges for the third additional 12 months shall be \_\_\_\_\_% more than the Monthly 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 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 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 Charges are billed thereafter at up to then-current rates. Excluded Charges and Monthly 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 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 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 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 Charges will be billed thereafter at up to then-current rates, subject to the Monthly Guarantee. 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 for Non-Government Subscribers Only.** 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 charges. If any 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.

**General Provisions for Government Subscribers Only.** This Order Form is subject to approval by West in St. Paul, Minnesota, and is governed by the laws of Subscriber's state. The courts sitting in Subscriber's state will have exclusive jurisdiction over any claim arising from or related to this Agreement. If Subscriber is a U.S. Federal Government subscriber, this Order Form is governed by the laws of the United States of America. Applicable sales, use, personal property, value added tax (VAT) or equivalent, ad valorem and other taxes are payable by Subscriber. This Order Form is non-transferable.

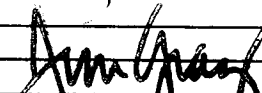
**Usage Cap for Fixed Rate Only.** In the event Subscriber's actual charges (at then-current Schedule A rates) exceed the then-current Monthly Charges by more than ten times in any month, West may, at its option, limit access to live gateways thereafter, request that the parties enter into good faith negotiations or, upon 10 days written notice to Subscriber, terminate the Subscriber Agreement.

**Returns.** CLEAR charges are non-refundable.

CLEAR Products to be Lapsed	
Full Svc #	CLEAR Products
41010940	CLEAR Investigator-5 users

The Research Subscriber Agreement (located at <http://legalsolutions.com/research-subscriber-agreement>), the applicable Schedule A (located at <http://legalsolutions.com/schedule-a-clear>) is/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 Schedule A 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 and Schedule A and this Order Form.

**AUTHORIZED REPRESENTATIVE FOR ORDER FORM**

Printed Name JIM GRAY  
 Title MAYOR  
 Date 11.25.14  
 Signature X 

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