

# Legislative Review Form



## King County

Title: Click or tap here to enter text.

Department/Agency: Choose an item.

Contact: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Item Type: Choose an item

Required Council due date, if applicable: Click or tap to enter a date.

Department requested transmittal date if no Council due date specified: Click or tap to enter a date.

Reviewers	Name	Final Version?	Date
Civil Division Prosecuting Attorney	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Code Reviser	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Dept. Director or Designee	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Office of Performance, Strategy & Budget	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.
Executive Office Review & Transmittal Approval	Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.

### ENTRANCE CRITERIA REVIEW

	<b>Executive Office</b>	<b>KCC Clerk</b>
1. Fiscal note	Choose an item.	Choose an item.
2. Proofread for spelling and grammar	Choose an item.	Choose an item.
3. All attachments listed and labeled	Choose an item.	Choose an item.
4. Documents are <b>not</b> password protected	Choose an item.	Choose an item.
5. All maps current and complete	Choose an item.	Choose an item.
6. Provided in searchable/editable format (Word or PDF)*	Choose an item.	Choose an item.
7. Special circumstances affecting processing time	Choose an item.	Choose an item.

*\*Transmittal materials include BOTH Word and PDF versions for legal agreements, purchase and sale agreements, and interlocal agreements.*