



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

### Ordinance 19232

**Proposed No.** 2020-0291.1

**Sponsors** Lambert and Dunn

1                   AN ORDINANCE revising the corporate boundary of the  
2                   city of North Bend to include 428th Avenue Southeast, and  
3                   segments of Southeast 136th Street and 436th Avenue  
4                   Southeast public rights-of-way within the city as provided  
5                   for in RCW 35.21.790.

6                   STATEMENT OF FACTS:

7                   1. RCW 35.21.790 provides the mechanism to allow cities within King  
8                   County to adjust their boundaries to include entire rights-of-way of roads  
9                   within the city. RCW 35.21.790 provides that "[t]he governing bodies of a  
10                  county and any city or town located therein may by agreement revise any  
11                  part of the corporate boundary of the city or town which coincides with  
12                  the centerline, edge, or any portion of a public street, road or highway  
13                  right-of-way by substituting therefor a right-of-way line of the same public  
14                  street, road or highway so as fully to include or fully to exclude that  
15                  segment of the public street, road or highway from the corporate limits of  
16                  the city or town."

17                  2. Revision of the corporate boundary of a city is effective upon approval  
18                  by the city council and the county legislative authority as provided for in  
19                  RCW 35.21.790.

Ordinance 19232

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20           3. King County has jurisdiction over the eastern half of the road right-of-  
21 way for 428th Avenue Southeast in the area described in Attachment A to  
22 this ordinance.

23           4. King County also has jurisdiction over the western leg of Southeast  
24 136th Street and southern leg of 436th Avenue South of the intersection at  
25 Southeast 136th Street and 436th Avenue Southeast in the area described  
26 in Attachment B to this ordinance.

27           5. It is in the city and the county's best interest to amend the corporate  
28 boundaries of the city so that the public rights-of-way described in  
29 Attachments A and B to this ordinance are located in their entirety within  
30 the city so that the city may provide local services to its residents  
31 including the maintenance, operation and capital improvements of the  
32 public rights-of-way.

33           BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

34           SECTION 1. Findings:

35           A. The corporate boundaries of the city of North Bend coincide with the  
36 centerline of the public right-of-way for 428th Avenue Southeast in the area described in  
37 Attachment A to this ordinance and the west margin of Southeast 136th Street and the  
38 south margin of 436th Avenue Southeast in the area described in Attachment B to this  
39 ordinance.

40           B. The city of North Bend city council approved city Ordinances No. 1696 and  
41 1717 to revise the city's corporate boundaries to include portions of 428th Avenue  
42 Southeast, Southeast 136th Street and 436th Avenue Southeast public rights-of-way

Ordinance 19232

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43 currently within unincorporated King County into the corporate limits of the city.

44 SECTION 2. The revision of the corporate boundaries of the city of North Bend

45 to include the portions of 428th Avenue Southeast, Southeast 136th Street and 436th

46 Avenue Southeast public rights-of-way currently within unincorporated King County,

47 legally described as set forth in Attachments A and B to this ordinance, is hereby

48 approved.

49

Ordinance 19232 was introduced on 10/27/2020 and passed by the Metropolitan King County Council on 2/9/2021, by the following vote:

Yes: 9 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles, Ms. Lambert, Mr. McDermott, Mr. Upthegrove, Mr. von Reichbauer and Mr. Zahilay

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

DocuSigned by:  
*Claudia Balducci*  
7E1C273CE9994B6...

Claudia Balducci, Chair

ATTEST:

DocuSigned by:  
*Melani Pedroza*  
8DE1BB375AD3422...

Melani Pedroza, Clerk of the Council

APPROVED this \_\_\_\_\_ day of 2/19/2021, \_\_\_\_\_.

DocuSigned by:  
*Dow Constantine*  
4FBCAB8196AE4C6...

Dow Constantine, County Executive

**Attachments:** A. 428th Ave SE Boundary Line revision, B. Legal Description

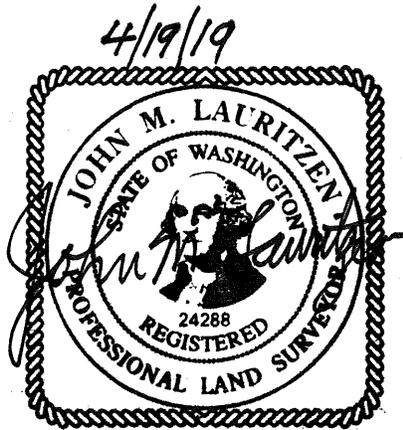
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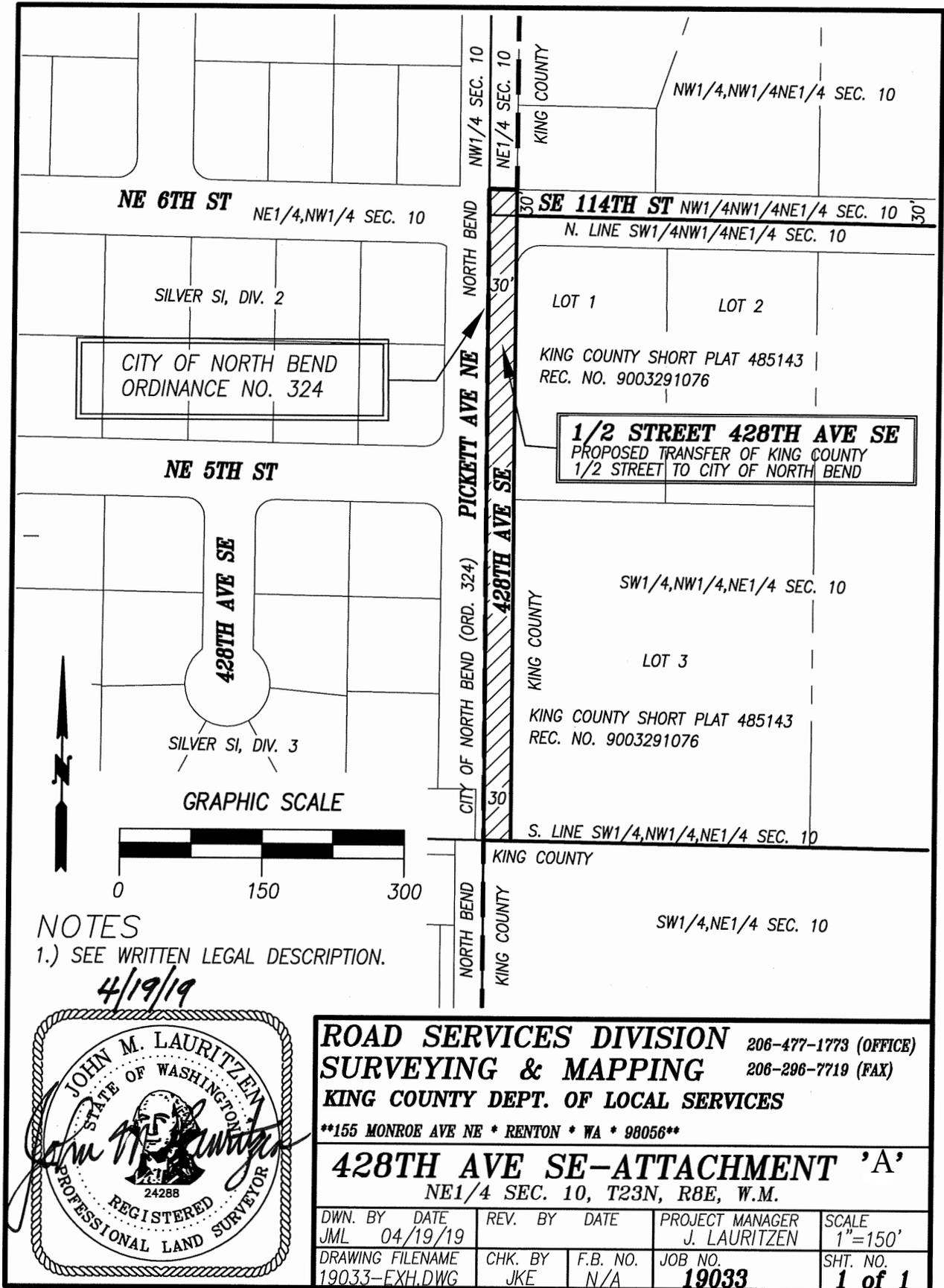
**ATTACHMENT 'A'**  
**428TH AVE SE BOUNDARY LINE REVISION**

THOSE PORTIONS OF SECTION 10, TOWNSHIP 23 NORTH, RANGE 8 EAST, W.M., MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE WEST 30 FEET OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER TOGETHER WITH THE WEST 30 FEET OF THE SOUTH 30 FEET OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER.

THIS AREA ENCOMPASSES ALL OF THE EAST HALF OF 428<sup>TH</sup> AVE SE FROM THE WESTERLY EXTENSION OF THE NORTH RIGHT-OF-WAY MARGIN OF SE 114<sup>TH</sup> STREET TO THE SOUTH LINE OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 10 AND IS BOUNDED ON THE NORTH AND WEST BY THE CITY OF NORTH BEND AS ANNEXED IN THE SILVER CREEK ANNEXATION, ORDINANCE NUMBER 324, EFFECTIVE DATE APRIL 1, 1969.





**ROAD SERVICES DIVISION** 206-477-1773 (OFFICE)  
**SURVEYING & MAPPING** 206-296-7719 (FAX)  
**KING COUNTY DEPT. OF LOCAL SERVICES**  
 \*\*155 MONROE AVE NE \* RENTON \* WA \* 98056\*\*

**428TH AVE SE-ATTACHMENT 'A'**  
 NE1/4 SEC. 10, T23N, R8E, W.M.

|                                    |                  |                 |                  |                                 |                  |
|------------------------------------|------------------|-----------------|------------------|---------------------------------|------------------|
| DWN. BY<br>JML                     | DATE<br>04/19/19 | REV. BY         | DATE             | PROJECT MANAGER<br>J. LAURITZEN | SCALE<br>1"=150' |
| DRAWING FILENAME<br>190.33-EXH.DWG | CHK. BY<br>JKE   | F.B. NO.<br>N/A | JOB NO.<br>19033 | SHT. NO.<br>1 of 1              |                  |

### Legal Description

PORTION OF NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, AND THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 15, TOWNSHIP 23 NORTH, RANGE 8 EAST, W.M.,

RELINQUISHMENT TO KING COUNTY, WASHINGTON RECORDING NUMBER 8307191228

**TPN: 1523089261**

LEGAL DESCRIPTION PER DEED: 20041222001634

LOT 4 OF KING COUNTY SHORT PLAT NO. 585007, ACCORDING TO SHORT PLAT RECORDED JANUARY 5, 1988 UNDER RECORDING NO. 8801050794, IN KING COUNTY, WASHINGTON.

**TPN: 1523089066**

LEGAL DESCRIPTION PER DEED: 20130215001198

BEGINNING 1230 FEET NORTH AND 612.7 FEET WEST OF THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER;  
THENCE EAST 612.7 FEET;  
THENCE NORTH 150 FEET;  
THENCE WEST 550.2 FEET;  
THENCE SOUTHWESTERLY TO BEGINNING, AND  
BEGINNING 1549 FEET NORTH OF THE SOUTHEAST CORNER OF SUBDIVISION;  
THENCE WEST 480.7 FEET;  
THENCE SOUTH 23\*23' WEST 183 FEET;  
THENCE WEST 550.2 FEET;  
THENCE NORTH 169 FEET TO BEGINNING,

LOT 15-23-08. ALL IN BLOCK 9066, ALL IN SECTION 15, TOWNSHIP 23 NORTH, RANGE 8 EAST, W.M.

**TPN: 0192460390**

LEGAL DESCRIPTION PER DEED: 20170822001029

LOT 39 OF ALPINE ESTATES DIV. 2, AS PER PLAT RECORDED IN VOLUME 127 OF PLATS, PAGES 37 AND 38, RECORDS OF KING COUNTY AUDITOR;

SITUATE IN THE COUNTY OF KING, STATE OF WASHINGTON.

NW 1/4, SW 1/4, SEC. 14, TWP. 23N., RGE. 8E., W.M.  
SE 1/4, NE 1/4 & NE 1/4, SE 1/4, SEC. 15, TWP. 23N., RGE. 8E., W.M.  
CITY OF NORTH BEND, KING COUNTY, WASHINGTON



**Axis**  
Survey & Mapping

15241 NE 90TH ST  
REDMOND, WA 98052  
TEL. 425.823-5700  
FAX 425.823-6700

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JOB NO.  
18-110

DATE  
2/12/20

DRAWN BY  
TJO

CHECKED BY  
MTSE

SCALE  
N/A

SHEET  
1 OF 7

## Legal Description

THAT PORTION OF THE RELINQUISHED LAND RECORDED UNDER RECORDING NUMBER 8307191228 TO KING COUNTY, WASHINGTON, LYING NORTHERLY OF HIGHWAY ENGINEER'S STATION (HES) CFR 32+00 AND SOUTHERLY OF THE NORTH LINE OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 14, AND THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 15, TOWNSHIP 23 NORTH, RANGE 8 EAST, W.M., ALONG THE CEDAR FALLS ROAD (CFR) LINE CENTERLINE SURVEY OF SR 90 ECHO LAKE INTERCHANGE TO TANNER, AS SHOWN ON SHEET 24 OF 24 OF RIGHT OF WAY & LIMITED ACCESS PLANS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SUBDIVISION OF SECTION 14, HES CFR 36+62.90 P.O.T.;  
 THENCE ALONG THE NORTH LINE THEREOF TO CFR HES 36+59.61, 62.20 FEET RT. (FRONTAGE RD. 10+64.42);  
 THENCE TO CFR HES 36+28.94, 50.00 FEET RT.;  
 THENCE TO CFR HES 32+00.00, 50.00 FEET RT.;  
 THENCE TO CFR HES 32+00.00, 30.00 FEET LT.;  
 THENCE TO CFR HES 35+93.08, 30.00 FEET LT.;  
 THENCE TO CFR HES 36+62.79, 56.43 FEET LT. TO THE NORTH LINE OF SAID SUBDIVISION OF SECTION 15;  
 THENCE ALONG THE SAID NORTH LINE TO THE POINT OF BEGINNING.

CONTAINING AN AREA OF 38,079 S.F., MORE OR LESS.

AND TOGETHER WITH A PORTION OF SAID RELINQUISHED LAND RECORDED UNDER RECORDING NUMBER 8307191228, LYING BETWEEN HES FL-6 20+55.84 AND HES FL-6 22+54.38 ALONG FRONTAGE ROAD LINE CENTERLINE SURVEY OF SAID SR 90 ECHO LAKE INTERCHANGE TO TANNER PLANS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT HES FL-6 20+55.84, 30.00 FEET LT., THENCE TO HES FL-6 22+54.38, 30.00 FEET LT.;  
 THENCE TO HES FL-6 22+54.38, 30.00 FEET RT.;  
 THENCE TO HES FL-6 20+55.84, 30.00 FEET RT.;  
 THENCE TO THE POINT OF BEGINNING.

CONTAINING AN AREA OF 11,913 S.F., MORE OR LESS.

AND TOGETHER WITH A PORTION OF LOT 4 OF KING COUNTY SHORT PLAT NO. 585007, ACCORDING TO SHORT PLAT RECORDED JANUARY 5, 1988 UNDER RECORDING NO. 8801050794, IN KING COUNTY, WASHINGTON,

LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: BEGINNING AT A POINT 46.49 FEET WESTERLY OF HIGHWAY ENGINEER'S STATION 37+77.38 ON THE CEDAR FALLS ROAD (CFR) LINE CENTERLINE SURVEY OF SR 90 ECHO LAKE INTERCHANGE TO TANNER AS SHOWN ON SHEET 24 OF 24 OF RIGHT OF WAY & LIMITED ACCESS PLANS; THENCE TO CFR HES 37+46.84, 83.01 FEET LT. TO THE BEGINNING OF A NON-TANGENT CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 187.25 FEET; THENCE ALONG SAID CURVE TO CFR HES 37+38.93, 112.10 FEET LT. TO THE TERMINUS AND ALSO BEING A POINT 30 FEET NORTHERLY OF THE FL-6 LINE CENTERLINE AT HES 22+00.54.

CONTAINING AN AREA OF ±815 SQ. FT.

NW 1/4, SW 1/4, SEC. 14, TWP. 23N., RGE. 8E., W.M.  
 SE 1/4, NE 1/4 & NE 1/4, SE 1/4, SEC. 15, TWP. 23N., RGE. 8E., W.M.  
 CITY OF NORTH BEND, KING COUNTY, WASHINGTON



**Axis**  
 Survey & Mapping

15241 NE 90TH ST  
 REDMOND, WA 98052  
 TEL. 425.823-5700  
 FAX 425.823-6700

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|                   |                    |
|-------------------|--------------------|
| JOB NO.<br>18-110 | DATE<br>2/12/20    |
| DRAWN BY<br>TJO   | CHECKED BY<br>MTSE |
| SCALE<br>N/A      | SHEET<br>2 OF 7    |

### Legal Description

AND TOGETHER WITH A PORTION OF THE FOLLOWING DESCRIBED PROPERTY:  
 BEGINNING 1230 FEET NORTH AND 612.7 FEET WEST OF THE SOUTHEAST CORNER OF THE  
 NORTHEAST QUARTER OF THE SOUTHEAST QUARTER;  
 THENCE EAST 612.7 FEET;  
 THENCE NORTH 150 FEET;  
 THENCE WEST 550.2 FEET;  
 THENCE SOUTHWESTERLY TO BEGINNING, AND  
 BEGINNING 1549 FEET NORTH OF THE SOUTHEAST CORNER OF SUBDIVISION;  
 THENCE WEST 480.7 FEET;  
 THENCE SOUTH 23°23' WEST 183 FEET;  
 THENCE WEST 550.2 FEET;  
 THENCE NORTH 169 FEET TO BEGINNING,

LOT 15-23-08. ALL IN BLOCK 9066, ALL IN SECTION 15, TOWNSHIP 23 NORTH, RANGE 8  
 EAST, W.M.

LYING NORTHERLY AND EASTERLY OF THE FOLLOWING DESCRIBED LINE: BEGINNING AT A  
 POINT 30 FEET WESTERLY OF HIGHWAY ENGINEER'S STATION 35+61.69 ON THE CEDAR  
 FALLS ROAD (CFR) LINE CENTERLINE SURVEY OF SR 90 ECHO LAKE INTERCHANGE TO  
 TANNER AS SHOWN ON SHEET 24 OF 24 OF RIGHT OF WAY & LIMITED ACCESS PLANS;  
 THENCE TO CFR HES 35+61.69, 51.47 FEET LT.; THENCE TO CFR HES 36+35.91, 87.34  
 FEET LT.; THENCE TO CFR HES 36+60.40, 87.70 FEET LT. TO THE BEGINNING OF A  
 NON-TANGENT CURVE CONCAVE TO THE SOUTH HAVING A RADIUS OF 148 FEET; THENCE  
 WESTERLY ALONG SAID CURVE TO CFR HES 36+77.96, 145.40 FEET LT.; THENCE TO CFR  
 HES 36+78.61, 151.73 FEET LT.; THENCE TO CFR HES 36+80.93, 151.60 FEET LT. THE  
 TERMINUS OF DESCRIBED LINE, AND ALSO BEING A POINT 30 FEET SOUTHERLY OF THE  
 FL-6 LINE CENTERLINE AT HES 21+64.15.

CONTAINING AN AREA OF ±4,418 SQ.FT.

AND TOGETHER WITH A PORTION OF LOT 39 OF ALPINE ESTATES DIV. 2, AS PER PLAT  
 RECORDED IN VOLUME 127 OF PLATS, PAGES 37 AND 38, RECORDS OF KING COUNTY  
 AUDITOR;

LYING NORTHWESTERLY OF THE FOLLOWING DESCRIBED LINE: BEGINNING AT POINT 40 FEET  
 SOUTHERLY AND OPPOSITE HIGHWAY ENGINEERING STATION FRONTAGE RD. 11+06.04 ON  
 FRONTAGE RD. LINE CENTERLINE SURVEY OF SR 90 ECHO LAKE INTERCHANGE TO TANNER  
 AS SHOWN ON SHEET 24 OF 24 OF RIGHT OF WAY & LIMITED ACCESS PLANS; THENCE  
 SOUTHWESTERLY 63.33 FEET TO A POINT 50 FEET EASTERLY AND OPPOSITE HIGHWAY  
 ENGINEERING STATION 36+23.98 ON CEDAR FALLS ROAD (CFR) CENTERLINE AND THE END  
 OF THIS LINE DESCRIPTION.

CONTAINING AN AREA OF ±785 SQ. FT.



NW 1/4, SW 1/4, SEC. 14, TWP. 23N., RGE. 8E., W.M.  
 SE 1/4, NE 1/4 & NE 1/4, SE 1/4, SEC. 15, TWP. 23N., RGE. 8E., W.M.  
 CITY OF NORTH BEND, KING COUNTY, WASHINGTON



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|-------------------|--------------------|
| JOB NO.<br>18-110 | DATE<br>2/12/20    |
| DRAWN BY<br>TJO   | CHECKED BY<br>MTSE |
| SCALE<br>N/A      | SHEET<br>3 OF 7    |



## Certificate Of Completion

|   |                              |
|---|------------------------------|
| Envelope Id: 69D69F6682B74C398C4E234337203202   | Status: Completed            |
| Subject: Please DocuSign: Ordinance 19232 Attachment A.pdf, Ordinance 19232 Attachment B.pdf, Ordinance ... |                              |
| Source Envelope:  |                              |
| Document Pages: 3   | Signatures: 3                |
| Supplemental Document Pages: 6  | Initials: 0                  |
| Certificate Pages: 5  | Envelope Originator:         |
| AutoNav: Enabled  | Angel Allende                |
| Envelopeld Stamping: Enabled  | 401 5th Ave                  |
| Time Zone: (UTC-08:00) Pacific Time (US & Canada)   | Suite 100                    |
|   | Seattle, WA 98104            |
|   | Angel.Allende@kingcounty.gov |
|   | IP Address: 198.49.222.20    |

## Record Tracking

|                                      |                                 |                    |
|--------------------------------------|---------------------------------|--------------------|
| Status: Original                     | Holder: Angel Allende           | Location: DocuSign |
| 2/10/2021 2:06:07 PM                 | Angel.Allende@kingcounty.gov    |                    |
| Security Appliance Status: Connected | Pool: FedRamp                   |                    |
| Storage Appliance Status: Connected  | Pool: King County General (ITD) | Location: DocuSign |

## Signer Events

Claudia Balducci  
 claudia.balducci@kingcounty.gov  
 King County General (ITD)  
 Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:  
  
 7E1C273CE994B6...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.49.222.20

## Timestamp

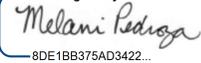
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 Viewed: 2/12/2021 3:49:21 PM  
 Signed: 2/12/2021 3:49:39 PM

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign  
 Supplemental Documents:

|                                  |                              |
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|                                  | Accepted: Not Required       |
| Ordinance 19232 Attachment B.pdf | Viewed: 2/12/2021 3:49:34 PM |
|                                  | Read: Not Required           |
|                                  | Accepted: Not Required       |

Melani Pedroza  
 melani.pedroza@kingcounty.gov  
 Clerk of the Council  
 King County Council  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 8DE1BB375AD3422...  
 Signature Adoption: Uploaded Signature Image  
 Using IP Address: 198.49.222.20

Sent: 2/12/2021 3:49:43 PM  
 Viewed: 2/16/2021 7:50:44 AM  
 Signed: 2/16/2021 7:51:10 AM

## Electronic Record and Signature Disclosure:

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 Supplemental Documents:

|                                  |                              |
|----------------------------------|------------------------------|
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|                                  | Read: Not Required           |
|                                  | Accepted: Not Required       |
| Ordinance 19232 Attachment B.pdf | Viewed: 2/16/2021 7:51:02 AM |
|                                  | Read: Not Required           |
|                                  | Accepted: Not Required       |

| Signer Events   | Signature   | Timestamp   |
|---|---|---|
| Dow Constantine<br>dow.constantine@kingcounty.gov<br>Security Level: Email, Account Authentication (None) |  <p>DocuSigned by:<br/>Dow Constantine<br/>4FBCAB8196AE4C6...</p> <p>Signature Adoption: Uploaded Signature Image<br/>Using IP Address: 174.61.157.228</p> | <p>Sent: 2/16/2021 7:51:15 AM<br/>Viewed: 2/19/2021 1:48:00 PM<br/>Signed: 2/19/2021 1:48:25 PM</p> |

**Electronic Record and Signature Disclosure:**  
 Accepted: 2/19/2021 1:48:00 PM  
 ID: 51b5b279-0faf-4c9c-8ab0-b101b6acb99e  
 Supplemental Documents:

|                                  |  |
|----------------------------------|--|
| Ordinance 19232 Attachment A.pdf | Viewed: 2/19/2021 1:48:16 PM<br>Read: Not Required<br>Accepted: Not Required |
| Ordinance 19232 Attachment B.pdf | Viewed: 2/19/2021 1:48:19 PM<br>Read: Not Required<br>Accepted: Not Required |

| In Person Signer Events | Signature | Timestamp |
|-------------------------|-----------|-----------|
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| Editor Delivery Events | Status | Timestamp |
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| Agent Delivery Events | Status | Timestamp |
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| Intermediary Delivery Events | Status | Timestamp |
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| Certified Delivery Events | Status | Timestamp |
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| Carbon Copy Events | Status | Timestamp |
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Bailey Bryant  
bailey.bryant@kingcounty.gov  
Security Level: Email, Account Authentication (None)



Sent: 2/16/2021 7:51:15 AM  
Viewed: 2/17/2021 10:17:38 AM

**Electronic Record and Signature Disclosure:**  
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| Witness Events | Signature | Timestamp |
|----------------|-----------|-----------|
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| Notary Events | Signature | Timestamp |
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| Envelope Summary Events | Status | Timestamps |
|-------------------------|--------|------------|
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|---------------------|------------------|----------------------|
| Envelope Sent       | Hashed/Encrypted | 2/10/2021 2:22:29 PM |
| Certified Delivered | Security Checked | 2/19/2021 1:48:00 PM |
| Signing Complete    | Security Checked | 2/19/2021 1:48:25 PM |
| Completed           | Security Checked | 2/19/2021 1:48:25 PM |

| Payment Events | Status | Timestamps |
|----------------|--------|------------|
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| Electronic Record and Signature Disclosure |
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## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Carahsoft OBO King County ITD (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Carahsoft OBO King County ITD:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bob.johnson@kingcounty.gov

**To advise Carahsoft OBO King County ITD of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at bob.johnson@kingcounty.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

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**Required hardware and software**

|                    |   |
|--------------------|---|
| Operating Systems: | Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X   |
| Browsers:          | Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only) |
| PDF Reader:        | Acrobat® or similar software may be required to view and print PDF files  |
| Screen Resolution: | 800 x 600 minimum   |

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