



THOMSON REUTERS™

## Order Notification

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

Order ID: **637412**

### Subscriber Information

**Account Address:**

Account #: **1000156011**  
 SANTA FE COUNTY ATTORNEY  
 KATHLEEN ORTIZ  
 PO Box 276  
 102 GRANT AVE  
 SANTA FE, NM 87501  
 US  
 505-986- 6279

**Shipping Address:**

Account #: **1000156011**  
 SANTA FE COUNTY ATTORNEY  
 KATHLEEN ORTIZ  
 PO Box 276  
 102 GRANT AVE  
 SANTA FE, NM 87501  
 US  
 505-986- 6279

**Billing Address:**

Account #: **1000156011**  
 SANTA FE COUNTY ATTORNEY  
 KATHLEEN ORTIZ  
 PO Box 276  
 102 GRANT AVE  
 SANTA FE, NM 87501  
 US  
 505-986 6279

### Payment and Shipping Information

**Payment Method:**

Payment Method: **WestAccount**  
 Account Number: **1000156011**

**Shipping Information:**

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

### Additional Information

Created By: **0058907**  
 Order Source: **27**  
 Revenue Channel: **01**  
 Order Date: **12/30/2014 4:58:29 PM**  
 P.O. Number:  
 Additional Data B: **7**

### Order Contact Information

First Name	Last Name	Email Address	Phone	Contact Description	Contact Number
Roberta	Joe	<a href="mailto:rjoe@co.santa-fe.nm.us">rjoe@co.santa-fe.nm.us</a>		Order Confirmation Contact	28
Roberta	Joe	<a href="mailto:rjoe@co.santa-fe.nm.us">rjoe@co.santa-fe.nm.us</a>		Primary Password Contact	24

### Internal Comments

- Worksheet Custom Pro:<https://ordermation.west.thomson.com/esigs/of.aspx?poridgroupid=41b6fdf0ff224d489c7890a378a3aed0&pfv=true>
- OF Ver:<https://ordermation.west.thomson.com/esigs/ofversion.aspx?pfv=true&ordergroupid=b58c3fe422434820a13e7bb9bec3b743&isofview=yes>

### Modifications

Qty	Product	Material ID
1	Government Select Level 3 States (WestlawNext™) (Banded)	40988779

Modules to be ADDED to the Deal

Material ID	Description
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40982222 All Forms Library (WestlawNext™);

7 attorneys, corporate users or terminals used for Patron Access Select are employed by Subscriber at the location identified above. If West learns that the number of Subscriber's affiliated attorneys exceeds this number, West reserves the right to increase Subscriber's Monthly Charges as applicable. This Modification Addendum serves to modify underlying Order Form for Subscriber's Existing Select Product identified above currently in effect between Subscriber and West ("Underlying Order Form"). As of the date this Modification Addendum is processed by West, all changes indicated above will occur. The Minimum Term or Renewal Term in the Underlying Order Form shall remain unchanged. The Monthly Charges for products set forth above from the Underlying Order Form will increase by \$354.20 to the new Monthly Charges of \$1987.60. This Modification Addendum is subject to approval by West. Except as expressly provided herein, all other terms and conditions of the Underlying Order Form including but not limited to the Monthly Charge increases and Minimum Term remain unchanged.

12 Month Renewal Term\* Subscriber agrees to commit to an additional 12 months and the Monthly WestlawPRO Charges for the such additional 12 months shall be 3% more than the Monthly Charges in effect at the end of the current Minimum Term and/or current Renewal Term.

(June 1, 2016 to May 30, 201

**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. 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 any product shall be governed by the respective Subscriber Agreement.

**GOVERNMENT SUBSCRIBERS ONLY:**

Upon conclusion of the Renewal Term designated above, Monthly Charges are billed thereafter at then current rates. Excluded Charges and Monthly Charges (after the Renewal Term) may be modified as set forth in the Subscriber Agreement. Subscriber is responsible for all Excluded Charges as incurred. During the Renewal Term and thereafter, Subscriber's access to and use of any product shall be governed by the respective Subscriber Agreement.

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.

**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)

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

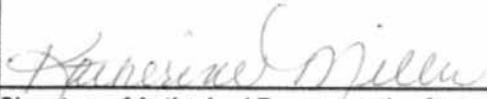
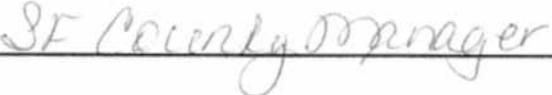
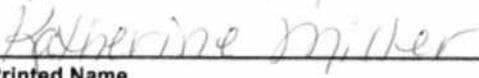
The following, individually or jointly, as applicable ("Subscriber Agreement and Schedule A") is/are hereby incorporated by reference and made part of this Order Form:

- 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-caselogistix>)

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.

	
Signature of Authorized Representative for order	Title
	
Printed Name	Date

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Approved as to form  
Santa Fe County Attorney  
By:   
Date: 1-20-15

Finance Dept.  
  
Teresa C. Martinez