

Hargrett



EFFECTIVE SOLO AND SMALL FIRM PRACTICE

PLANNING, MARKETING, PSYCHOLOGY, AND COMPUTERIZED LEGAL RESEARCH/PRACTICE

May 6, 1989

**University of Washington School of Law
Continuing Education**

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COST-EFFECTIVE ACCESS TO
LAW LIBRARY AND OTHER
INFORMATION RESOURCES

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COST-EFFECTIVE ACCESS TO LAW LIBRARY
AND OTHER INFORMATION RESOURCES

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LIST OF RECOMMENDED LEGAL MATERIALS
FOR THE SOLO AND SMALL FIRM PRACTITIONER

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A. Bare essentials

1. STATE CODE ANNOTATED

- a. Revised Code of Washington, 1987 ed. + 1988 supplement
(Book Publishing Co.) v.0-9

and

Annotations to the RCW, 1986 + 1988 supplement
(Book Publishing Co.) v.1-5

OR

- b. Revised Code of Washington Annotated, 66 books + annual
pocket parts and periodic legislative service
(West)

N.B. LEXIS currently has the unannotated RCW online, but it
is no substitute for the printed version. WESTLAW plans
to make RCWA available in 1989. Digital Law Library
has RCW available in machine-readable form. Primitive
search capability. No annotations.

2. WSBA Resources (April each year)
(Washington State Bar Association)

Free to active members of WSBA.
Contains Rules of Professional Conduct, Formal Ethics
Opinions, and court and attorney directories

3. COURT RULES

- a. Washington Court Rules 1989 (published annually)
(West) 2 vols. 1v. state; 1 v. federal

OR

- b. Official Rules of Court 1989 (published annually)
(State Law Reports Office) 1 v. state only

OR

- c. Desk Copy Rules of Court Annotated State of Washington
(Book Publishing Co.) v.1-3 1968 + 1989

OR

6. TELEPHONE NUMBERS

- a. M.G. Gallagher Law Library (UW)
Hours (206) 543-4088
Circulation (206) 543-4086
(to borrow books or request photocopy service)
Reference (206) 543-6794
- b. King County Law Library (Seattle)
(206) 296-0940
OR
Nearest law library (see attached list)
- c. Washington State Law Library (Olympia)
Circulation (206) 753-6525
(to borrow books or request copy service)
Reference (206) 753-6524

B. Nice to have - Finding tools

1. Washington Digest (West)
Also on WESTLAW
2. Washington Shepards Citations (Shepards)
Also on WESTLAW, LEXIS and VERALEX
3. Washington Lawyer's Practice Manual
(Seattle King County Bar Association Young Lawyers Div.)
4. CLEDEX (CLEDEX Publications, Inc.)
A subject index of all CLE presentations made in Washington
CLE programs.
5. Selection of:
 - West hornbooks/nutshells (West)
(See attachment 5 for major legal publishers)
 - Washington CLE materials
(See attachment 6 for publishers)
 - Law Books on Washington Law
(See attachment 2)
6. Legal Encyclopedia
 - a. CJS (West)

OR
 - b. AmJur, 2d (Bancroft-Whitney)
7. American Law Reports 2d-4th, Federal (Bancroft-Whitney)
Also on LEXIS, VERALEX

- b. WESTLAW (West)
Fulltext database of state and federal cases, statutes, administrative decisions, looseleaf services and periodicals. (See attachment 4 for table of Washington law on WESTLAW)
- Available:
- Own contract with West
(\$125/mo. + \$2.91/min. OR \$90/min./mo. + \$4.50/min.)
 - Through public terminal sponsored by SKCBA at King County Law Library - Electronic Law Library Service
(\$6/min. with \$7.50 per search)
(206) 296-0947
 - Through ABANET
(Call 1-800-366-4638 for further information)
 - Through public terminals at Pierce County Law Library and Spokane County Law Library
(Call (206) 591-7494 or (509) 456-3680 respectively)
 - Eastside Law and Tax Library
(Private subscription law library, call (206) 451-3961)
- c. VERALEX 2 (Bancroft-Whitney)
Access to ALR 2d - Federal with citation; and gateway to fulltext access to LEXIS
(Minimum use fee \$25/hr. + \$1.50-\$2.50/document + 75 cents/min.)
(Access to all of LEXIS: add \$3.00 to LEXIS search costs + \$1.00 for Autocite, Lexsee and Lexstat)
- d. Washington Digital Law Library Foundation
720 Third Avenue #2121, Seattle, WA 98104
Currently, only RCW is available. Plans are to extend coverage to Wn, Wn2d, WApp, WAC and Court Rules.
(See attachment 3)

COMPARATIVE TABLE OF MAJOR PUBLICATIONS
OF INTEREST TO WASHINGTON LAWYERS

April 1989

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Legal Material	Publisher	Cost	Annual Upkeep	Digital Law Library	LEXIS	WESTLAW	VERALEX	Micro- fiche
RCW	BPC	\$ 195	\$ 40	Free	Yes	No	Yes	No
Annotations	BPC	\$ 200	\$ 160	No	No	No	No	No
RCWA	West	\$2,627	\$ 600	No	No	Yes	No	No
						(late 1989)		
Court Rules	West	\$ 23	\$ 23	Yes,	Yes,	No	Yes,	No
	B-W	\$ 195	\$ 70	part	part	No	part	No
	State	\$ 10	\$ 10	of	of	No	of	No
	BPC	\$ 170	\$ 103	RCW	RCW	No	RCW	No
Legal Dictionary	West	\$ 30	\$ 0	No	No	Yes	No	No
	B-W	\$ 30	\$ 0	No	No	No	No	No
Legal Research Text	West	\$ 30	\$ 0	No	No	No	No	No
	F Pr	\$ 30	\$ 0	No	No	No	No	No
	Little, Brown	\$ 30	\$ 0	No	No	No	No	No
WSBA Resources	WSBA	Free to members	\$ 0	No	No	No	No	No
Wa. Digest	West	\$1,845	\$ 205	No	No	Yes 1899+	No	No
Wa. Shepards	Shep	\$ 345	\$ 240	No	Yes*	Yes*	Yes*	No
					*Can't shepardize statutes online			
Wash. Lawyers Practice Manual	YLD - SKCBA	\$ 433	\$ 141	No	No	No	No	No
Washington Practice Series	West	\$1,304	\$ 200	No	No	No	No	No
ALR 2d-Fed	B-W	\$4,550- 9,100	\$ 600- 1,000	No	Yes	No	Yes	No
CJS	West	\$3,657	3 yrs. free, then \$ 400	No	No	No	No	No
AmJur 2d	B-W	\$1,200/yr 3 yr. min.	530	No	No	No	No	No
Case Name Citator (Wa)	Shepards	\$ 75	\$ 53	No	Equiv.	Equiv.	Equiv.	No
WashRpts 1st	State	\$1,500 (used)	\$ 0	No	Yes 1938+	Yes 1899+	Yes 1938+	Yes \$760
WashRpts 2d	State	\$2,453	\$ 40	No	Yes 1938+	Yes 1899+	Yes 1938+	Yes \$485+
WashApp	State	\$1,148	\$ 40	No	Yes 1969+	Yes 1969+	Yes 1969+	Yes \$220+ \$35/yr.
WashRptr	West	\$3,600- 15%	\$ 200	No	No	Yes	No	No
USCA	West	\$1,735	3 yrs. free, then \$ 500	No	No	Yes	No	No
USCS	B-W	\$ 720/yr 3 yr. min.	500	No	Yes	No	Yes	No
CLEDEX	Cledex	\$ 315	\$ 150	No	No	No	No	No
Subject Index to Wash. Law Reviews	Gallagher Law Libr.	\$ 35	\$ 15	No	No	No	No	No
Catalog of MGGLL (fiche only)	Gallagher Law Libr.	\$ 20	\$ 0	No	No	No	No	Yes
WAC	State	\$ 350	\$ 80	No	No	No	No	No

COURT RULES

Washington (State). Courts.

Washington court rules, annotated. (1977). 3 vols. looseleaf.
KFW529.A2 1977

Washington Reports.

Washington official rules of court. (1989).
KFW529.A199 1989

Washington State Superior Court.

Local rules of the Superior Court of Washington State. (1981).
KFW529.A32 1981

Washington Court Rules.

Washington court rules. (1989).
KFW529.A198 1989

CRIMINAL LAW AND PROCEDURE

Cowan, Douglas L.

Defending DWIs in Washington. (1987). looseleaf.
KFW297.8.A6.C6 1987

Ferguson, Royce A.

Washington practice: criminal practice and procedure with
forms. (1984). with supplement.
KFW80.W3 v.12-13 1984

Washington Superior Court.

Washington state judges' benchbook criminal forms. (1980).
KFW575.W34 1980 v.3

Washington Superior Court.

Washington state judges' benchbook criminal procedure. (1980).
vols. 1 & 2
KFW575.W34 1980

Washington Supreme Court Committee.

Washington practice: Washington pattern jury instructions
criminal. (1977). with supplement.
KFW80.W3 v.11 1977

JUVENILES

Washington Association of Juvenile Court Administrators.
Desk manual for Juvenile Court Administration. (1987).
looseleaf.

Washington Association of Prosecuting Attorneys.
Washington juvenile justice manual, 2nd ed. (1981).
KFW595.J85 1981

LANDLORD AND TENANT

Strong, Sidney J.
Landlord/tenant rights for Washington, 4th ed. (1984).
KFW17.Z9.S7 1984

MOTOR VEHICLES

Washington State Bar Association.
Washington motor vehicle accident deskbook. (1988).
KFW196.3.A8.W37 1988

Washington State Bar Association
Washington motor vehicle accident insurance deskbook.
(1989).
KFW191.A1.W37 1989

PRACTICE AND PROCEDURE

Guide to Trial Practice in King County.
Guide to trial practice in King County. (1984).
KFW524.K55.G8 1984

O'Bryan, Joseph G.
O'Bryan's Washington forms. (1954). 2 vols.
KFW68.027 1954

Orland, Lewis H.
Washington practice: rules of practice, 3rd ed.
(1972-1983). with supplements.
KFW80.W3 v.2A, 3, 3A, 4, 4A

Orland, Lewis H.
Washington practice: trial practice, 3rd ed. (1972).
KFW80.W3 v.2

PROBATE

Mucklestone, Robert S.

Washington probate practice procedure and tax manual.
(1985). 3 vols. looseleaf.
KFW144.W28

Reutlinger, Mark.

Washington law of wills and interstate succession. (1985).
KFW144.R48 1985

VanFredenberg, D.

Wills for Washington; how to make your own will. (1982).
KFW144.Z9.V36 1982

VanFredenberg, D.

Probate guide for Washington: a step by step guide to
probating an estate, 3rd ed. (1984).
KFW144.Z9.V3 1984

Washington State Bar Association.

Continuing Legal Education.

Wills and probate practice. (1984). 2 vols. looseleaf.
KFW144.A75W5 1984

PROFESSIONAL ETHICS

Washington State Bar Association.

Resources (directory). Annual.
KFW76.5.A2.A134

PROPERTY

Cross, Harry M.

Community property law in Washington, Rev. ed. (1986).
KFW97.C7 1986

Treacy, Gerald B.

Washington guardianship law, administration and litigation.
(1988).
KFW106.T74 1988

Washington State Bar Association.

Continuing Legal Education.

Washington community property deskbook. (1977).
KFW97.W38



Letters to the Editor of reasonable length are invited. Such letters should be typed and signed. The Editor reserves the right to select communications or excerpts therefrom for publication, and to edit any letter as may be appropriate.

The Future Is Here: Statutes Now Available On Floppy Disks

Editor:

My article, "Computerized Lawbooks?", published in the December 1986 *Bar News*, described how state computer tapes containing the Revised Code of Washington could be downloaded to law office microcomputers. After reaching an agreement with the Statute Law Committee, downloading the data from the state's mainframe, and writing the required microcomputer software, I am pleased to report that the RCW, Digital Edition, is now available.

The software for the Digital RCW provides keyword search capability, Boolean logic, and display of full text. It runs on an XT or AT compatible computer with at least 60 megabytes of hard disk storage available. The required hard disk unit can be purchased from various mail order outlets for about \$450 and can be installed next to the existing hard disk. For those who cannot obtain the full 60 megabytes of storage, there will be made available sub-sets of the database and a searching tool which identifies relevant sections but does not display full text.

In accordance with my belief that access to government databases should be free, the search software and text for the Digital RCW will be distributed for free, except for the actual costs of postage and copying. It is my hope that local bar associations will provide copying and distribution services for their members.

A demonstration disk containing the search software, and a sample of searchable RCW text, is available. The disk includes text files further describing the hardware requirements for the system together with a copy of a licensing agreement required by the Statute Law Committee. A copy of the demonstration disk is currently being sent to the presidents of local bar associations. It can

also be obtained from attorney Jeffrey J. Bode, who has joined with me in forming a not-for-profit corporation to coordinate the task of law database distribution. Send a self-addressed, stamped envelope with a formatted floppy disk to: Jeffrey J. Bode, Director, Washington Digital Law Library Foundation, 720 Third Avenue #2121, Seattle, WA 98104.

The downloading and search software which has been developed are usable with databases other than the RCW, and they will operate in conjunction with large-capacity digital disks as well as hard disks. Our goal is to expand the Digital RCW project to include the WAC, Washington Reports, Washington Appellate Reports, and Court Rules in addition to various Secretary of State, Department of Vital Statistics, and court docket databases. All of these can be provided on a set of one or two optical disks at a cost of less than \$20 for the removable disks and about \$600 for the optical disk drive. The Statute Law Committee, with great foresight, has agreed to release the RCW

and WAC for a one-year pilot project. However, a substantial expression of interest by attorneys in this project will be required in order for access to other databases to be obtained without further delay. We invite all interested lawyers and local bar associations to participate in the development of the Digital Law Library and to join us in an effort to make additional databases available for use on office microcomputers.

EDWARD V. HISKES
Richland

Asia-Pacific Lawyers

Editor:

The Asia-Pacific Lawyers Association is holding its Third Annual General Assembly this coming January 6 through January 9, in Honolulu.

The Association, headquartered in Seoul, is the only Asian-based Pacific Region legal organization which actively includes and encourages American lawyers to participate and become members. The four-day program is scheduled to include a series of panels and workshops dealing with

Douglas L. Cowan, Stephen W. Hayne and Jon Scott Fox

are pleased to announce their association as

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DWI

and other traffic and driver's license matters

Douglas L. Cowan

Co-author, *Defending DWIs In Washington* (Butterworth, 1987). National lecturer and author on DWI defense tactics. Board of Directors, Washington Association of Criminal Defense Lawyers. President, Washington Foundation for Criminal Justice. Past-President, East King County Bar Association.

Stephen W. Hayne

Co-author, *Defending DWIs In Washington* (Butterworth, 1987). Executive Board, WSBA Criminal Law Section. Past Chair, Washington State Trial Lawyers Association, Criminal Law Section. Founding member, Washington Association of Criminal Defense Lawyers. Member of National Association of Criminal Defense Lawyers since 1974.

Jon Scott Fox

Chair, DWI and Misdemeanor Section, Washington Association of Criminal Defense Lawyers. Frequent lecturer and author on DWI defense topics. Founding member, Washington Association of Criminal Defense Lawyers. Former Adjunct Professor of Law, Lincoln School of Law. Member, California and Washington bar associations.

1621 114th Ave. S.E., Suite 210
Bellevue, WA 98004
(206) 451-1995

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MAJOR LEGAL PUBLISHERS

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	<u>Local Representative</u>
Bancroft-Whitney Co./Lawyer's Coop 301 Brannan Street San Francisco, CA 94107 (415) 986-4410	John P. Fletcher 545 North 70th Street Seattle, WA 98103 (206) 784-2474
BNA Books 2550 M Street, NW Suite 699 Washington, DC 20037 (202) 452-5742 or 1-800-372-1033	Mark Standish or Ken Leu 442 Central Building Seattle, WA 98104 (206) 682-3779
Book Publishing Co. 201 Westlake Avenue, N. Seattle, WA 98109 (206) 343-5700	
Butterworth Legal Publishers 15014 NE 40th Street Redmond, WA 98052 (206) 881-3900	
Callaghan & Co. 3201 Old Glenview Road Wilmette, IL 60091 (312) 256-7000 or 1-800-323-1336	Lisa Kausman 4163 Beachdrive S.W. #402 Seattle, WA 98116 (206) 938-0162
Commerce Clearing House, Inc. 4025 West Peterson Avenue Chicago, IL 60646 (312) 583-8500	Paula Jory Plaza 600 Building Suite 1220 Seattle, WA 98101 (206) 448-1224

Local Representative

Shepard's/McGraw-Hill
402 North Cascade Avenue
Colorado Springs, CO 80901
(303) 577-7707 or
1-800-524-2474

Jim Romer
Suite 6185
11410 NE 124th Street
Kirkland, WA 98034
(206) 821-9406

VERALEX
See Bancroft-Whitney

Warren, Gorham & Lamont, Inc.
210 South Street
Boston, MA 02111
1-800-922-0066

West Publishing Co.
P.O. Box 64526
50 West Kellogg Boulevard
St. Paul, MN 55164-0526
(612) 228-2973 or
1-800-328-2209

Kathe Paulsen
1356 Alki Avenue S.W. #3
Seattle, WA 98116
(206) 938-4673

WESTLAW
West Publishing Company
P.O. Box 64526
50 West Kellogg Boulevard
St. Paul, MN 55164-0526
1-800-328-9833

Chris Bawn
2408 West Dravus Street
Seattle, WA 98199
281-9090

LAW LIBRARIES OPEN TO ATTORNEYSIN THESTATE OF WASHINGTON

(By County)

Compiled by
Professor Penny A. Hazelton

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CHELAN COUNTY

LIBRARY Chelan County Law Library
 ADDRESS 5th Floor, Law and Justice Building
 Wenatchee, WA 98801
 CONTACT PERSON Kellie Miller, Bailiff
 TELEPHONE (509) 664-5213
 HOURS M-F 8 a.m.-5 p.m.

CIRCULATION

May lawyers check out books?	Yes
For how long?	1 week
By mail	No
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	No
Cost	
By mail?	No
Cost	

TELEPHONE SERVICE

Photocopy request?	No
Search collection for item?	Yes
Read?	No
Other services:	

MISCELLANEOUS

Attorneys may use phone in library: (509) 664-5236

GRAYS HARBOR COUNTY

LIBRARY Grays Harbor County Law Library
ADDRESS Courthouse, 2nd Floor
Montesano, WA 98563
CONTACT PERSON Elaine Urquhart, Librarian
TELEPHONE (206) 249-5311, Dolores Mode, Court Administrator
No phone in library
HOURS Librarian works Mon. and Thurs. mornings
Court Administrator has key M-F 8:00 a.m.-5:00 p.m.

CIRCULATION

May lawyers check out books?	Yes
For how long?	About 5 days
By mail?	No
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	Yes, in Clerk's Office
Cost	10¢/page
By mail?	No
Cost	

TELEPHONE SERVICE

Photocopy request?	
Search collection for item?	
Read?	
Other services:	No phone in library. May leave message for librarian.

MISCELLANEOUS

KING COUNTY

LIBRARY King County Law Library
 ADDRESS W621 County Courthouse (3rd and James)
 Seattle, WA 98104
 CONTACT PERSON Alan B. Anderson and James J. McArdle, Librarians
 TELEPHONE (206) 344-3940
 HOURS M-F 8:00 a.m.-10:00 p.m.
 Sat. 10:00 a.m.- 5:00 p.m.

CIRCULATION

May lawyers check out books? Yes
 For how long? 1 week
 By mail? No
 Deposits? \$25-\$250, depending on size
 of firm

PHOTOCOPYING

Do-it-yourself? Yes
 Cost 15¢/page
 By mail? No
 Cost

TELEPHONE SERVICE

Photocopy request? No
 Search collection for item? Will check if item is owned
 and if it's checked out;
 will not check shelf
 Read? At discretion
 Other services: Electronic Law Library Service
 Access to WESTLAW for a fee;
 sponsored by the Young
 Lawyer's Division of the
 Seattle-King County Bar
 Association (206) 344-6944
 M-F 8-Noon and 1:30-5

MISCELLANEOUS

KITSAP COUNTY

LIBRARY Kitsap County Law Library
 ADDRESS Courthouse
 614 Division Street
 Port Orchard, WA 98366
 CONTACT PERSON Barbara VanBuskirk, Librarian
 TELEPHONE (206) 876-7140 (Message)
 HOURS M-F 8:30 a.m.-4:30 p.m.
 Library is only staffed 12-3:30 Wednesdays;
 attorneys can make arrangements to use library
 after hours

CIRCULATION

May lawyers check out books?	Yes
For how long?	2 weeks
By mail?	No
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	Yes
Cost	10¢/page
By mail?	
Cost	

TELEPHONE SERVICE

Photocopy request?	No phone in library; very little staffing
Search collection for item?	
Read?	
Other services:	

MISCELLANEOUS

PIERCE COUNTY

LIBRARY Pierce County Law Library
 ADDRESS 123 County-City Building
 Tacoma, WA 98402
 CONTACT PERSON Janet Gildenhart, Law Librarian
 Tina Aure, Librarian
 TELEPHONE (206) 591-7494
 HOURS M-Th 8:30 a.m.-9:00 p.m.
 Fri. 8:30 a.m.-4:30 p.m.
 Sat. 9:00 a.m.-1:00 p.m.
 Sun. 1:00 a.m.-6:00 p.m.

CIRCULATION

May lawyers check out books? Yes
 For how long? 3 days
 By mail? No
 Deposits? No

PHOTOCOPYING

Do-it-yourself? Yes
 Cost 10¢/page
 By mail? Yes
 Cost

TELEPHONE SERVICE

Photocopy request? Yes
 Search collection for item? Yes
 Read? At discretion
 Other services:

MISCELLANEOUS

SKAGIT COUNTY

LIBRARY Skagit County Law Library
ADDRESS County Courthouse, First Floor
Mount Vernon, WA 98273
CONTACT PERSON Pat Ryan, Esq., parttime Library Coordinator
TELEPHONE (206) 336-9619
HOURS M-F 8:00 a.m.-5:00 p.m. (same as Courthouse)

CIRCULATION

May lawyers check out books?	Yes, honor system
For how long?	No set period
By mail?	
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	No
Cost	
By mail?	No
Cost	

TELEPHONE SERVICE

Photocopy request?	
Search collection for item?	
Read?	
Other services:	Service very limited

MISCELLANEOUS

SPOKANE COUNTY

LIBRARY Gonzaga University School of Law Library
 ADDRESS 600 East Sharp Avenue
 Box 3528
 Spokane, WA 99220

CONTACT PERSON Mark Folmsbee, Reader Services Librarian
 James Quinn, Reader Services Assistant

TELEPHONE (509) 484-6092 Circulation

HOURS Sun-Th 8:00 a.m.-Midnight
 Fri-Sat 8:00 a.m.-10:00 p.m.
 (Shorter hours during breaks)

CIRCULATION

May lawyers check out books?	Yes, certain materials
For how long?	2 weeks
By mail?	Yes (as interlibrary loan)
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	Yes
Cost	8¢/page (copicard)
By mail?	Yes
Cost	10¢/page (min. \$1) + \$5 surcharge. Out-of-town attorneys only.

TELEPHONE SERVICE

Photocopy request?	Yes
Search collection for item?	Yes, and will hold book
Read?	Rarely
Other services:	LaserCat search to see who else has book. Attorneys may use WESTLAW terminal and get billed by WEST.

MISCELLANEOUS

THURSTON COUNTY

LIBRARY Washington State Law Library
ADDRESS Temple of Justice
Olympia, Washington 98504
(Currently at 1058 Capitol Way; mailing
address remains the same)

CONTACT PERSON Arthur Ruffrer, Reference Librarian

TELEPHONE (206) 753-6525 General
(206) 753-6524 Reference

HOURS M-F 8:00 a.m.-5:00 p.m.

CIRCULATION

May lawyers check out books?	Yes, most materials
For how long?	1 month
	Unbound periodicals, 2 weeks
By mail?	Yes
Deposits?	No

PHOTOCOPYING

Do-it-yourself?	Yes
Cost	15¢/page
By mail?	Yes
Cost	\$1 for first 5 pages, then 15¢/page; bill

TELEPHONE SERVICE

Photocopy request?	Yes
Search collection for item?	Yes
Read?	Yes, if short
Other services:	

MISCELLANEOUS

YAKIMA

LIBRARY Yakima County Law Library
 ADDRESS Yakima County Courthouse
 Yakima, WA 98901
 CONTACT PERSON Letha Hammer, Librarian
 TELEPHONE (509) 457-5452
 HOURS Librarian works M-F 9 a.m.-Noon
 Attorneys may check out keys for 24-hour access
 (\$2 deposit)

CIRCULATION

May lawyers check out books? Yes
 For how long? 2 weeks
 By mail? No
 Deposits? No

PHOTOCOPYING

Do-it-yourself? Yes
 Cost 10¢/page
 By mail? Yes, some
 Cost 10¢/page, in advance

TELEPHONE SERVICE

Photocopy request? Maybe
 Search collection for item? Yes
 Read? Rarely
 Other services:

MISCELLANEOUS