Managing Your Library

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- C. Auditor
- D. Banks Division
- E. Consumer Services Division
- F. Credit Unions Division
- G. Ecology Department
- H. Employment Security Department
- I. Energy Facility Site Evaluation Council
- J. Environmental Hearings Office
- K. Ethics Advisory Committee
- L. Executive Ethics Board
- M. Financial Institutions Department
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Introduction

The Washington Legal Researcher's Deskbook 3d has been written to assist lawyers, students, librarians, legal assistants, legal secretaries, and members of the public in the complex task of researching legal problems. This book focuses on the law of Washington State and the legal materials that are available to the Washington practitioner. The reader will not find answers to legal questions but rather will find a rich array of information that can help in the process of researching the law.

The importance of legal research certainly cannot be overstated. Lawyers want to give good advice to their clients. If the client's problem is new to the practitioner, chances are good that a review of the legal issues and authority will be necessary. This may plunge the researcher into unfamiliar areas of law.

If it were not enough to want to give good advice, Rule 1.1 of the Washington Rules of Professional Conduct (RPC) requires that a practitioner "shall provide competent representation to a client." This rule requires familiarity with the relevant law through previous knowledge or through conducting adequate research. No Washington State Bar Association ethics opinions interpret this rule regarding the standards for performing competent legal research.

A 1975 California Supreme Court case, Smith v. Lewis, 10 Cal.3d 349, 530 P2d 589 (1975), articulates a standard of care for legal research. The standard requires (1) sufficient research (2) using standard research techniques (3) to obtain readily available authority. The Court found that the defendant lawyer failed to meet this standard of care. Cases in other jurisdictions have reached a similar result. The Washington Court of Appeals has apparently applied this standard in Halvorsen v. Ferguson, 46 Wash. App. 708, 718, 735 P2d 675, 681 (1986).

A study commissioned by the ABA Section of Legal Education and Admissions to the Bar listed legal research among ten skills necessary for the practice of law. The Task Force identified three specific skills needed for thorough and efficient research:

3.1 Knowledge of the Nature of Legal Rules and Institutions;
3.2 Knowledge of and Ability to Use the Most Fundamental Tools of Legal Research;
3.3 Understanding of the Process of Devising and Implementing a Coherent and Effective Research Design


The legal researcher of the twenty-first century cannot rest on the knowledge of legal research tools acquired while in law school or even as recently as two years ago. The computerization of legal information has completely changed the world of legal research and the practice of law. Some recent commentators have even suggested that computerized research is required in order for practitioners to avoid malpractice. See David M. Sandhaus, "Computers Are Required for the Practitioner to Avoid Malpractice," Wash. St. B. News, Nov. 1993, at 51; Robert C. Berring, "Technology and the Standard of Care for Legal Research," Legal Malpractice Rep., 1992, at 21. You will find electronic resources noted and discussed throughout the entire Deskbook.

The purpose of this Deskbook is to provide a broad spectrum of information that would be helpful to the person who must research Washington State law. In the first chapter, Ann Hemmens describes how to use a law library. From using law li-
libraries in person to using law libraries without leaving the comfort of your home or office, the tips provided in this chapter will be useful to all legal researchers.

In the second chapter, I review the formats of legal information and outline a strategy to help the legal researcher design a research process or framework. Practical tips for efficient use of legal tools are discussed. If you must research an area of law you know nothing about, the article reprinted in Appendix II will be extremely useful. If taking good notes is your downfall, be sure to read the note-taking article found in Chapter 2, Appendix III. This piece is full of practical hints that can help any researcher create a fine research product.

Chapter 3, written by Mary Whisner, is an excellent review of the most basic and important legal research tools used for researching Washington law. Ms. Whisner reviews secondary sources, statutes, administrative regulations, case law, case-finding tools, attorney general opinions, citator services, and basic citation formats. She includes information about electronic versions of these information tools as well as the printed texts. Every legal researcher should be familiar with the contents of this chapter.

Using one or more of the many excellent handbooks and deskbooks available on Washington law can help the legal researcher quickly and efficiently define the problem and locate the primary sources to answer the question. In Chapter 4, Nancy McMurrer provides annotated descriptions both of broad, multi-topic sources and other, more specific titles listed by subject. This chapter is crucial for the researcher who is not intimately familiar with the wealth of secondary literature available in Washington.

Washington State agencies promulgate a variety of administrative decisions or actions. These are ably discussed in Chapter 5 by Cheryl Rae Nyberg. Pay particular attention to the description of the Administrative Procedure Act and its requirements. Ms. Nyberg discusses each state agency that issues administrative determinations and even provides a summary chart of the various sources of agency quasi-judicial actions in order to speed your research.

Never compiled a Washington legislative history? Follow the clear step-by-step directions written by Peggy Roebuck Jarrett in Chapter 6 on legislative history and bill tracking. Clearly our author has had some experience with this awesome task!

Ms. Jarrett shows the novice exactly how to follow the Legislature's process and includes important tips for accomplishing this research chore efficiently and competently. Researching state initiatives can also be problematic; see the tips included by the author.

A completely new chapter on local government law has been researched and written by Mary Ann Hyatt. After an excellent background of the authority and role played by local governments, Ms. Hyatt analyzes the primary and secondary materials for cities, counties, and special districts.

Historical and archival sources of legal information are new in this edition of the Deskbook. In Chapter 8, Cheryl Nyberg and Ann Hemmens have tracked down nearly everything you might need from official documents in the territorial and early statehood periods in Washington.

Chapter 9 is also new to the Deskbook. With 36 Indian tribes in Washington State, 6 percent of the state's land held by Indians or Indian tribes, and a growth in tribal self-government, every Washington practitioner should know the basics of Indian law. The chapter reviews federal Indian policy and includes a minimal list of federal, state, and tribal resources that can be used in legal research projects.

"Nonlegal Resources" is the title of Chapter 10 written by Peggy Roebuck Jarrett. In a clear and direct style, the author covers sources that will help you find information about people and organizations, locate factual information, and improve your writing skills.

In the final chapter Jonathan Franklin compiles information about legal resources in Washington.
Included here are tips on how to manage your library, hire a librarian, and select materials and research tools for your library. Directories of filing and library service organizations, document delivery services, legal publishers, and Washington legal periodicals complete the informative material found in this section. This chapter will be a great help to those trying to keep their law libraries current and properly managed, to those making decisions about purchases for office libraries, and to those trying to locate legal materials available in the local area.

The Deskbook's appendix presents acronyms and abbreviation used throughout this book and that frequently appear in Washington legal materials.

I am very pleased with the high quality of the material you will find within this Deskbook. Many thanks to the authors for their tireless work. Special thanks to the general editor, Cheryl Nyberg, who edited all the chapters, created the book's index, and provided the consistency and standard of excellence so necessary for a work like this. Theresa Knier worked many hours to put our draft material into a final form with a professional touch—thank you! Thanks also to Reba Turnquist who helped update information about publishers, prices, and the like; to the Gallagher Law Library staff for being supportive and helpful; to the law librarianship student interns who helped cover the Reference Office when we needed extra time to write; to various colleagues around the state who responded cheerfully to our requests for information; and, finally, to our library patrons for asking us questions and helping us learn what legal researchers in Washington need to know.

Readers and Washington legal researchers are invited to send comments and suggestions via email to deskbook@u.washington.edu.

Penny A. Hazelton
Seattle, Washington
January 2002
Notes on Using This Book

This section explains citations and references used throughout this book.

Books, Articles, and Legal Citations

The Deskbook contains many references to other publications. The authors have used several formats to distinguish categories of material.

Titles of books, periodicals, looseleaf services, CD-ROM products, and similar items generally appear in italics. Authors, editors, and compilers are often named and the publisher and year of publication are given. For periodicals and other publications that are issued or updated on a regular basis, the initial year of publication is followed by an open hyphen (e.g., *Washington State Environmental Reporter* (Book Publishing Co., 1974-)).

References to articles include the author(s), the title of the article in quotation marks, and the abbreviated title of the periodical in italics. These abbreviations are spelled out in the Appendix: Acronyms and Abbreviations. If the issues of a volume are paginated consecutively, the volume number appears before the title of the publication and the first page number follows the title, with the year of publication in parentheses (e.g., William R. Andersen, “The 1988 Washington Administrative Procedure Act: An Introduction,” 64 Wash. L. Rev. 781 (1989)). If the issues of a volume are not paginated consecutively, the citation identifies the issue and then the beginning page number (e.g., Nancy Carol Carter, “American Indian Tribal Governments, Law, and Courts,” Legal Ref. Serv. Q., No. 2, 2000, at 7). For articles that are available for free on the Internet, their citations include the Uniform Resource Locators (URLs) (e.g., Eron Berg, “Unpublished Decisions: Routine Cases or Shadow Precedents?,” Wash. St. B. News, Dec. 2000, at 28, available at http://www.wsba.org/barnews/2000/12/berg.htm).

Citations to some legal sources (such as statutes and cases) follow rules set out in *The Bluebook: A Uniform System of Citation*, 17th ed. (Harvard Law Review Association, 2000), with exceptions recommended by the Washington Office of the Reporter of Decisions Style Sheet. The Bluebook and the Style Sheet are described in Chapter 3, Fundamentals of Legal Research in Washington, Section X, Citation Format.

Internet Websites

In less than a decade, the Internet has become a major legal research tool. Thousands of academic, commercial, governmental, organizational, and personal websites contain the text of legal materials and/or guides, indexes, and commentaries on the law. Government agencies at all levels have quickly made the Internet a primary means for communicating with the public.

Throughout this book, URLs identify websites that contain Washington State legal materials. In many cases, "deep links" to pages buried several layers beneath an agency's main homepage have been used to direct readers to the specific location of legal documents and databases. These URLs and the descriptions of website contents were accurate in fall 2001.

Website addresses and contents change frequently, however. If a website address fails and the source is part of the Washington State government, use the "State Agency Index" on Access Washington, http://access.wa.gov/, to locate the agency's new URL. Then look for navigation links, a site index, or a search feature to locate specific material. If the source of the website is not part of the Washington State government, pare back the URL to the first slash after the domain name (ending with .com, .edu, or .org). This shortened URL should
take you to the website homepage. For example, the URL for the Gallagher Law Library’s collection of legal research guides is http://lib.law.washington.edu/ref/guides.html. If you eliminate “/ref/guides.html”, you will go to http://lib.law.washington.edu/, the Law Library’s homepage.

The University of Washington Gallagher Law Library maintains an Internet Legal Resources page, http://lib.law.washington.edu/research/research.html, that links to free websites providing Washington State primary law sources, including the constitution, bills, statutes, court opinions, court rules, regulations, administrative agency decisions, and municipal codes. Comparable links for U.S. government sources are also provided. Internet Legal Resources is updated regularly.

**LexisNexis and Westlaw**

Many chapters describe files and databases found on the two major commercial legal research services, LexisNexis and Westlaw. In some cases, specific libraries and file names are mentioned. For example, Chapter 5, Administrative Decisions and Materials, includes a list of LexisNexis libraries and files containing administrative agency decisions. The reference to “WASH;WAGMHB” includes the LexisNexis library name for Washington (WASH) and a specific file within that library for the decisions of the Growth Management Hearings Boards decisions (WAGMHB). The comparable database on Westlaw is called WA-GMHB.

When no library, file name, or database identifier is given, the researcher may explore several options for finding relevant material. Both services maintain extensive directories of their contents and these directories are available in print and online. The Westlaw Database Directory is published annually; the 2001 edition is 842 pages. The online edition is found at http://directory.westlaw.com/. The LexisNexis Directory of Online Services is also published annually; the 2001 edition is 736 pages. The “Searchable Directory of Online Sources” is at http://web.nexis.com/sources/. The directories are organized by jurisdiction (Washington), type of legal material (Legislation), and subject or practice area (Environmental Law). They also include indexes by title (Washington Administrative Code). Users may also contact the customer service representatives to ask about the availability of particular sources and get advice on constructing effective searches. LexisNexis customers may dial (800) 543-6862. The Westlaw Reference Attorneys may be reached at (800) 733-2889.

Because of their expense and complexity, these services are most often used by members of the legal community. Few public law libraries can afford to make these services available. Faculty and students at some colleges and universities may have access to a version of LexisNexis called Lexis-Nexis Academic Universe or a version of Westlaw called Westlaw Campus. These services offer an abbreviated list of certain legal sources, including full-text federal and state cases, statutes, and law reviews. Other users may take advantage of the vendors’ credit card options. LexisNexis by Credit Card, http://web.lexis.com/xchange/ccsubs/cc_prods.asp, is available on a “pay as you go” basis. A user may search legal materials (including federal and state cases, constitutions, statutes, court rules, and law reviews). Westlaw’s WestDoc program, http://www.westdoc.com, allows users with citations to obtain documents by credit card.

**Email the Authors**

The authors are interested in readers’ comments and suggestions. Please contact us by electronic mail at deskbook@u.washington.edu.
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Managing Your Library

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I. Managing Your Library

A. If Your Firm Has a Librarian

The American Association of Law Libraries has 5,000 members and more than 1,300 of them belong to the Private Law Libraries Special Interest Section. Law firm librarians work in every large city in the country and over 20 Seattle firms employ librarians. The larger firms may have several professional librarians while smaller firms may have just one. Some small firms choose to hire professional librarians who work as independent consultants.

Law firm librarians and consultants perform a wide array of functions, including reference and research, administration, and training.

Reference service in a law firm setting means referring attorneys, legal assistants, secretaries, and law clerks to the information they want and need. Librarians answer questions ranging from "How do I update the WAC?" to "Where can I find the Telecommunications Act of 1996?" Research service is the more in-depth provision of information, and these activities can be billed to the client. In the course of providing research service, law firm librarians prepare state and federal legislative histories, expert witness bibliographies, and subject bibliographies on legal and nonlegal topics. They frequently update the cases and statutes cited in briefs and memoranda using online citator services, retrieve full-text documents, and find legal and nonlegal statistics. They perform online searches on LexisNexis, Westlaw, and a variety of nonlegal databases. They search CD-ROM databases and retrieve information from the Internet. Whether the subject is business, marketing, engineering, medicine, or law, your firm librarian can find an answer.

Firm librarians also perform several important management functions. These are not as visible to the attorneys who use the librarian's research and reference services, but they are important to the firm's management committee. As well as being expert print, online, and Internet searchers, librarians are also expert seekers of cost-effective information systems. They keep up-to-date with what is available for free on the Internet, how reliable those websites are, and how they compare to content offered by commercial database vendors. Librarians know the latest prices and pricing plans for LexisNexis, Westlaw, and the new lower-cost alternatives. Since, unlike the vendors, they have no vested interest in one particular system, librarians can advise attorneys on which information provider offers the best resource for a particular question or client.

Cost-effective research means more than finding the answer. It means finding the best answer while using the firm's staff time and money as efficiently as possible. Librarians can save the firm money by using the latest information about available databases, websites, and other products; the setup and access costs for each option; and each service's ease of use. Attorneys simply do not have the time to keep up with trends, costs, and services offered by the myriad of electronic information providers; keeping up in these areas is the librarian's job. Additionally, knowledge of the full array of products also make librarians more proficient researchers, able to provide better answers, faster, and at a lower billable rate than many attorneys.

Keeping up with the continually increasing cost of library materials is another valuable service provided by the librarian. The prices for legal materials have been increasing at a rate substantially above the Consumer Price Index. In addition, new print titles and database products are always being introduced. A librarian can assist the firm in selecting materials that suit the needs of researchers and the library's budget. The librarian must know the sources, know the entire firm's information needs, and maintain effective working relationships with vendors.

Law firm librarians can provide extensive attorney and staff training on both informal and formal levels. At some firms, the librarians give formal presentations and brown-bag lunches on research strategies and online systems. At other firms, libra-
ians help new attorneys, informally, on a question-by-question basis by stressing the educational component in the answer to the question. For example, a new associate might ask the librarian "How do I update the CFR?" and the librarian's response might help the new attorney understand the differences between the Code of Federal Regulations and the Federal Register.

In addition to research, budget management, and training, law firm librarians also manage intranets, supervise print and digital brief banks, coordinate records and conflicts management, provide content for the firm's website, develop law firm copyright policies, and lead the firm's knowledge management efforts.

Finally, librarians provide law firms with access to a network of libraries and information. Through interlibrary loan, knowledge of local and national resources, and professional contacts, librarians can often get the necessary information to the attorney by the time he or she needs it, even if it is only available outside of the state or country. When information is unavailable through interlibrary loan, specialized email lists and personal connections can help professional librarians find even the most ephemeral sources and citations requested by the firm's attorneys.

B. If Your Firm Does Not Have a Librarian

Many smaller firms do not have a library collection or budget large enough to warrant hiring a professional librarian. However, someone in the firm must pay attention to the library, otherwise the collection of books and subscriptions to websites and CD-ROMs will become a frustrating financial black hole. Someone needs to select new books, update looseleaf materials, and search for missing books. In the absence of a librarian, some firms appoint a library committee or assign responsibility to the office administrator, a legal assistant, or a legal secretary, with oversight by a designated attorney. Centralization of tasks avoids both duplication of effort and wasteful spending and ensures that important details are not forgotten. Whoever takes on this role should have a reduced workload because these activities can take a great deal of time on a day-to-day basis.

The most important thing to remember about law library maintenance is that legal materials need to be kept up-to-date. Pocket parts or supplements update some resources, while looseleaf pages update others. Attention to detail is important when updating because it is easy to throw out a supplement that is not superseded or to forget to order the latest set of pocket parts. Updating looseleaf sets requires even more work, the removal of old pages and the filing of new ones. Not only must the new pages be filed correctly, but also in rare cases, some firms retain old pages of looseleaves for future reference. Simple systems can and should be developed to keep track of what is ordered, when it arrives, and when the bill is paid. Individual issues of newsletters and periodicals should be recorded upon receipt and can then be routed to interested attorneys. Additionally, if the firm has more than a few attorneys, a manual or computerized checkout system should be instituted to prevent time wasting "office-hunts." Several of the books and articles in the following bibliography provide examples of such library systems.

Choosing which print and electronic resources to order for the library should also be centralized and subject to a firmwide policy. It can be easy for an attorney in a practice group to succumb to the sales pitch of a publisher's representative, so a formalized approval process can prevent impulse and duplicative buying. Examples of questions to ask when developing these policies are:

- Does the firm want to keep all materials paid from the library budget physically in the library, or can an attorney request a book or set of books for his or her office?
- Should court rules and directories come out of the library budget or out of an office supply budget?
Managing Your Library

I

Chapter II

* Does each attorney and legal assistant need a copy of the court rules or can several copies be shared?
* Should a committee representing each practice area in the firm or individual department heads approve all new purchases?
* Should topical databases be licensed for practice groups or for the entire firm?
* Who is responsible for reviewing and enforcing new licenses?
* Should each practice area have the same amount to spend?
* Should continuing legal education materials come out of the library budget?

There are no right answers to these questions, but regardless of who orders what, the person in charge of maintaining the library should be notified of all new purchases, including office copies, to ensure the purchase will be updated when necessary.

C. Using a Consultant

Many firms choose to hire a library filing and maintenance service or a professional consultant to assist them in managing their library. In the Seattle area, several individuals and firms provide library maintenance services. For a list, see Section V, below. These businesses and individuals will usually file looseleafs, insert pocket parts, order books and supplements, keep records of purchases, and route periodicals. Consultants, who are usually professionally trained librarians, can set-up systems, train in-house staff on library procedures, build new collections, expand existing ones, and assist with library space planning and moving. Consultants can also provide reference and research services, document delivery, and electronic and print legal research training.

D. How Do You Know When You Need a Librarian?

Librarians provide a wide array of services to law firms, but deciding to hire a librarian, whether full-time or part-time, often comes down to the question of “how much billable time can be saved?” Attorney time currently spent on overseeing the library, meeting with publishers’ representatives, and deciding on purchases and policies can be recovered by hiring a librarian. In addition, a librarian can perform online and manual research for the attorneys, thus saving attorney time and generating a small amount of revenue.

Most law firm librarians do bill time. The rates vary, but usually fall within the range between the highest legal assistant rate and the lowest associate rate. Although a modest amount of revenue can be expected, most firms do not set billing goals for librarians. Most of the librarian’s job is administrative and setting high billable goals discourages taking the time for proper administration of the library. In addition, not all the research done by a librarian can be billed; a common occurrence is to give the librarian a nonbillable project, such as client development, in order to free-up attorney billable time.

There are three signs that a firm is ready for a librarian:

1. when attorneys are spending time doing research that could be done more inexpensively by a librarian,
2. when the size of the collection makes it unmanageable for a nonprofessional, and
3. when the firm licenses multiple databases from different vendors with different search engines.

Along with more cost-efficient research, librarians can efficiently organize and arrange large collections for easy access. They can also create useful brief and memoranda files, form files, and expert witness files. A librarian can also make sure that computerized resources are used in a cost-effective manner by negotiating better licenses and offering training in using the different databases.
cost-effectively. The explosion of electronic information means that expert help is the only way to ensure the firm is getting the most for its money.

Law librarians usually have a Master's degree in Library Science. A list of joblines and placement services follows.

II. Hiring a Librarian

For general information about hiring a law librarian, see AALL Resource Guide #1: How to Hire a Law Librarian, listed in Section IV, below. To advertise a law librarian position in Washington State, consider these options.

- The Law Librarians of Puget Sound (LLOPS), a chapter of the American Association of Law Libraries, maintains a résumé bank for job seekers and prospective employers. There is not currently a website with employment postings. For information about how to post an opening to the LLOPS email list, see http://www.aallnet.org/chapter/llops/Committees/employment/employment.htm.

- The Western Pacific Chapter (WestPac) of the American Association of Law Libraries maintains an email list for all purposes, including posting positions to reach candidates in all of Washington as well as the rest of the northwest. Information about the list is on the web, http://www.aallnet.org/chapter/westpac/westpac-l.htm.

- The Pacific Northwest Library Association runs a job website for law, academic, special, and public libraries, http://www.pnla.org/jobs/index.htm. This website also lists the address to email job postings.

- The Pacific Northwest Chapter of the Special Libraries Association runs an email list for all purposes, including the distribution of job postings. Information about the list is on the web, http://www.sla.org/chapter/cpnw/list.htm.

- The American Association of Law Libraries (AALL) runs a national Career Hotline website, http://www.aallnet.org/services/hotline.asp. Postings can be submitted at this website for a small fee. Included in this price is a one-month posting in AALL Spectrum, the monthly print magazine sent to all AALL members.

III. Selecting Materials

If the firm decides not to hire a librarian, someone in the firm will be faced with selecting which print and electronic research materials to purchase, some of the most difficult decisions in law library management. The range of material available to the Washington practitioner can be overwhelming. Not only are you choosing among publishers, but you are also choosing among technologies.

A. Questions to Consider

When deciding what to select, whether it be print, online, or CD-ROM, it may be useful to ask yourself the following series of questions.

What is your practice area? Different practice areas have different research needs. For example, a family law practitioner may be able to get by with a set of the RCW, a copy of the Washington State Bar Association's Family Law Deskbook, and a subscription to the AEES Bulletin. A tax practitioner, on the other hand, would need at least one multi-volume federal tax looseleaf service; one state tax looseleaf service; and access to cases, administrative rulings, and possibly legislative documents in either print or electronic format.

Do you have what you want when you need it? Are you constantly frustrated because necessary information is not within reasonable reach? Are you
conveniently located near a law library? If you use the same thing over and over again at the local law library, would you save money and time by purchasing it for your office? Does the law library have the material you need? Some attorneys practice in areas requiring very specialized and expensive materials that county, court, and academic law libraries usually do not have.

How much money does the firm want to spend? Keep in mind that almost every legal research tool—whether it is a book, periodical, CD-ROM, or online system—requires updating. Costs are rarely one-time. You must think in terms of ongoing subscriptions.

How much can you spend on staff? Just as you must think in terms of ongoing subscription costs, so must you think in terms of staff resources to update subscriptions, train users, and maintain the technology infrastructure. Just as pocket parts need to be placed into the books and looseleafs must be filed on a regular basis, CD-ROMs must be loaded onto the computer or network and computer equipment needs to be maintained and upgraded.

How much space do you have? Do you have room for both adequate shelving (including room for growth) and computer workstations? Do you expect attorneys to do all computerized research from their desks or in the library?

Do you have the necessary equipment to use online and CD-ROM legal research tools or would you have to purchase some or all of the components? Are you prepared to upgrade when software requirements change?

Are you comfortable with technology? If you bought a CD-ROM product or subscribed to an online service, would you use it? Will you skim documents online and only print or download what you need, or will you print out so many documents that it might be less expensive just to own the books?

Are you interested in and willing to take the time to keep up with technological developments? Print sources are still useful and valid choices for many practitioners, so the decision to keep the print or move to electronic resources is completely situational when both options exist. The one exception to this rule is citators. Regardless of the firm’s support for electronic resources, online citators offer so many benefits over print citators—currency, cost, and ease of use—that they should be used whenever feasible.

How many people need to use the chosen material? You might want to consider multiple copies of heavily used items such as court rules and deskbooks.

Do you have a good relationship with sales representatives? Unfortunately, not all sales representatives are equal. Some just want to make a sale, but many do provide valuable services before, during, and after the sale.

Can you purchase cooperatively? Some practitioners share office space and can jointly purchase and maintain library material. If you do not share space, are you located in a building with similarly situated attorneys who might be interested in joint purchases? For online resources, the King County Bar Association and other bar associations offer discounts for certain library resources, including database access. To get the most current information call your bar association or check their website under Member Services.

Do you know the full range of options available for the content you want to access? Before making any purchase, find out as much as possible about other print and electronic possibilities. Read bar publications and look for reviews of legal research tools, particularly on the ease of use of online resources. Talk to your colleagues and find out what they are using and if they are satisfied with the product and with the vendor’s customer support. Look through the publishers’ brochures that come through the mail. Try out publicly available online and CD-ROM products at local public law libraries. For more specific suggestions in this area, see Section B, Selection and Acquisition Tools, below. If you need professional advice, contact a library consultant who can help you make decisions about
collections, computer-assisted systems, and space planning.

How do you keep track of purchases, review bills, reconcile invoices and statements, and return what you did not order and do not want? A system as straightforward as a notebook or a simple computer program in which you can record date of order, date of receipt, and date of payment will help you make sure your money is being spent accurately, if not wisely.

B. Selection and Acquisitions Tools

Many researchers find out about available material, whether print or electronic, through book reviews, publisher brochures, advertisements in bar publications, conversations with sales representatives and colleagues, or in local libraries. Several extremely useful tools can help you systematically identify published sources and provide the information needed to purchase them.

One very useful tool for the attorney trying to keep costs down is the annual Legal Information Buyer’s Guide and Reference Manual. Written by Kendall Svengalis, the Rhode Island State Law Librarian, this one-volume book compiles cost-saving tips with comparative reviews of a wide variety of legal publications. Mr. Svengalis discusses the evaluation of materials, supplementation, unsolicited publications, electronic sources, and buying used law books. He reviews hundreds of legal treatises, as well as state and federal primary sources. Although the Legal Information Buyer’s Guide and Reference Manual is certainly useful for law librarians, it is written for the practicing attorney. It is available by calling law.com at (800) 628-1160 or by visiting http://store.law.com.

Attorneys and librarians alike may find it useful to subscribe to a periodical that covers legal publishing. Legal Information Alert, subtitled “what’s new in legal publications, databases, and research techniques,” is published ten times a year. It includes articles, tips, updates, and a wide variety of book reviews written by law librarians, all meant to assist readers in making informed, economical choices.

Another useful set of tools is a trio of books: Legal Looseleafs in Print, Legal Newsletters in Print, and Directory of Law-Related CD-ROMs, which, as the titles indicate, are directories of legal materials available in particular formats. They are all annual publications that pull together bibliographic information on thousands of looseleafs, newsletters, and CD-ROMs. Each directory is organized alphabetically by title and each has a subject index. These books do not review or compare substantive coverage of publications and CD-ROMs, but they list what is being published, how much it costs, and how to contact the publisher for further information. These three publications are also available in electronic format as LawTRIO. Both the books and LawTRIO are available from Infosources Publishing, 140 Norma Rd., Teaneck, NJ 07666, (201) 836-7062, http://www.infosourcespub.com/.

A standard tool for identifying publications is Books in Print (R.R. Bowker, annual), which is
available in most libraries and larger bookstores. The same publisher has a more specialized three-volume set titled Law Books & Serials in Print: A Multimedia Sourcebook (annual), which most large law libraries own.

One of the greatest challenges in selecting materials is finding books that meet a specific need. For many topics, no entire book has been written. But, a chapter or two on that topic might be included in a book. The challenge is finding that chapter so that you can know which book to order. IndexMaster, http://www.indexmaster.com, compiles tables of contents and indexes from thousands of law books, permitting the user to search for relevant books on discrete topics, a far more effective method than selecting on the basis of the title, author, and publisher’s advertisement.

C. Publishers on the World Wide Web

Many publishers are taking advantage of the popularity of the World Wide Web (WWW) by creating websites. Some publisher websites are simply advertising, but others have useful features such as the ability to email questions about a certain product or price.

It is important to remember that you can often get legal materials from someone other than the publisher. For example, used law book vendors sell large sets of reporters and digests for well under the cost of a new set. The Svengalis book cited above has a whole chapter on used book vendors.


Findlaw, recently purchased by Thomson, also includes a list of publishers, http://www.findlaw.com/04publications/index.html, though it is less comprehensive than AcqWeb. Although slightly dated, a list of foreign vendors of legal materials is available at http://www.uiowa.edu/~lawlib/vendors/

The past ten years have seen numerous legal publisher mergers. It is often difficult to determine who currently publishes a book, even if you know who published it in the past. Along with trying to contact the publisher on the spine or the publisher listed in the advertisement or book, you might try Rob Richards’ “Legal Publishers' List: Corporate Affiliations of Legal Publishers,” http://www.colorado.edu/Law/lawlib/ts/legpub.htm.

Finally, the American Association of Law Libraries, Committee on Relations with Information Vendors (CRIV), addresses problems ranging from vendors who send unsolicited books to those whose billing statements are confusing. After dealing with a vendor directly and not getting what you need, consider contacting CRIV, http://www.aallnet.org/committee/criv/.

D. Selecting Legal Databases

During the 1980s and 1990s, there were two major players in the legal database market: Westlaw and LexisNexis. Since the explosion of the Internet and the dot-com boom, numerous other players have entered the market, including VersusLaw and Loislaw, who compete on the basis of price. These new vendors are not yet truly comparable to LexisNexis and Westlaw because they lack the vast number of databases and the integration of secondary sources, primary sources, citators, and nonlegal information all in one place. At the same time, some of these new services offer quite a bit at a low cost and are worth considering if you are looking for a database primarily for case law and possibly statutory law. Given the speedy evolution of the legal database market, it is quite possible these guidelines will not hold true in six months, not to mention six years.

Along with high cost full-featured databases, such as LexisNexis and Westlaw, and lower-cost databases, such as Loislaw and VersusLaw, many publishers, such as CCH and BNA, are placing their content on the web, even when that content appears in other vendors’ databases. The reason
for this is that content is not the only important thing when choosing a database. Usability is often just as important. An impossible-to-navigate database with flawed search logic is worse than no database because it gives the researcher false results. Companies like BNA and CCH are creating websites that offer features specific to their products, for example, creating a hierarchy designed interface for searching a complex looseleaf, rather than one designed for searching large numbers of cases. Ask for a free trial before subscribing to any database.

One cannot ignore free websites because they offer a great deal of information. While free websites can be life savers, before relying on the information you find on a website, ask yourself

- how reliable the source is,
- how up-to-date the site is,
- how reliable the search engine on the site is, and
- whether the site tells you what it does and does not include.

As a general rule, librarians tend to trust sites in the .gov domain most, .edu slightly less, and .org (when it is not the issuing party) and .com the least.

Finally, some resources, such as annotated state codes, are just plain easier to use in print! The combination of the hierarchical organization of the document with the clean layout in the print product makes it easier to use unless you are searching for a particular term that has not been indexed. In addition, for something like the state code, it is not cost efficient to pay a per search fee for something an attorney uses so frequently. If you expect you will use the resource on a regular basis, consider either a print product or a flat fee contract that will not increase in future years if you use it extensively.

In conclusion, when evaluating a free or fee website, a CD-ROM, or a print product, here are a few things to consider:

- Can the attorneys who will be using it navigate and retrieve successful results when compared to the print product or comparable electronic product?
- How easy would it be for an attorney to use the product and not get the most current information? Does the product require having to check an obscure website or find a three-page standalone pamphlet for the latest updates?
- Can the attorneys do everything they want to do with the product, such as printing, downloading, emailing, etc.?
- Are the materials as up-to-date, or more up-to-date, than comparable products? This issue is important when comparing high-cost providers with low-cost providers and when comparing online services to CD-ROMs.
- Does the vendor define the scope of each database and update the scope on a regular basis so that you can determine both the earliest materials and the most recent materials in the database, as well as any materials that are excluded for one reason or another?
- Are there hyperlinks between the various legal materials so that you can easily get from the secondary source to the case cited in the secondary source? Is this feature important to the users?
- How would you be billed for using the resource? If it is a frequently used resource, it might make more sense to have it in print, CD-ROM, or on a flat-fee contract. If it is an infrequently used resource, it might make more sense to rely on the online version rather than having to pay for an expensive book or CD-ROM.
### E. Comparison of Low-Cost Legal Research Services on the Web

<table>
<thead>
<tr>
<th>Name</th>
<th>CD Law</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>URL</strong></td>
<td><a href="http://www.cdlaw.com/">http://www.cdlaw.com/</a></td>
</tr>
<tr>
<td><strong>Cost</strong></td>
<td>per month: for solo practitioners, $75; add Shepard's, $105; must call for other pricing options.</td>
</tr>
<tr>
<td><strong>Notes</strong></td>
<td>Free 2-week trial period. Multiple databases may be searched simultaneously; current awareness service (&quot;HeadsUp&quot;) for caselaw in 8 topical areas with delivery by email; built-in &quot;citesearch&quot; function finds cases citing displayed case or RCW section.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Fastcase</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>URL</strong></td>
<td><a href="http://www.fastcase.com">http://www.fastcase.com</a></td>
</tr>
<tr>
<td><strong>Cost</strong></td>
<td>No specific pricing is yet available. Spokesmen state cost will be comparable with other similar services.</td>
</tr>
<tr>
<td><strong>Notes</strong></td>
<td>Product (in fall, 2001) is in beta testing phase. Commercial launch is planned for early 2002. Star pagination for official reporters. Additional databases and advanced searching and sorting features are promised.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Lawprobe, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contents</strong></td>
<td>Federal and state caselaw is from VersusLaw (see below). State appellate courts (dates vary), federal and state court rules, some state codes and regulations. Washington materials include caselaw from 1935, <em>Revised Code of Washington</em>, and <em>Washington Administrative Code</em>.</td>
</tr>
<tr>
<td><strong>URL</strong></td>
<td><a href="http://www.lawprobe.com/">http://www.lawprobe.com/</a></td>
</tr>
<tr>
<td><strong>Cost</strong></td>
<td>$40 per month; $180 for 6 months, prepaid ($30 per month); or $300 prepaid per year ($25 per month).</td>
</tr>
<tr>
<td><strong>Notes</strong></td>
<td>Introductory offer of 7 days access for $10. Links are provided to free websites for <em>U.S. Code</em> and <em>Code of Federal Regulations</em>. Links also provided for IRS and bankruptcy materials.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Loislaw.com</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contents</strong></td>
<td>Federal caselaw, including U.S. Supreme Court, Courts of Appeals, and selected district and bankruptcy court opinions (the latter two for an additional cost); Supreme Court rules; <em>U.S. Code</em>; and state acts, codes, administrative codes, caselaw, court rules, some additional materials like administrative decisions, attorney general opinions, CLE materials, and deskbooks. Some state materials available only for additional payment. Aspen Publishing Co. treatises in eight specific subject areas (additional cost). Washington materials include current acts, RCW,</td>
</tr>
</tbody>
</table>
caselaw from 1925, WAC, Washington State Register, attorney general opinions, court rules, WSBA deskbooks, and CLE materials (additional cost).

URL  
http://www.loislaw.com

Cost  
Many different plans. Costs range from $79 per month to $200 per month for basic plans, with several add-on options.

Notes  
Free 10-day trial period. Multiple databases may be searched simultaneously. A current awareness service, “Law Watch.” Subscriptions include a citation research service, “GlobalCite.”

Name  
National Law Library

Contents  
U.S. Supreme Court; Courts of Appeals (1950 or from inception; 2d Cir. from 1924); U.S. Code; federal court rules; state appellate courts (from 1950); and some state codes, constitutions, and court rules. Washington materials include appellate courts (1950) and Revised Code of Washington (none of Washington materials are current to 2001).

URL  
http://www.itislaw.com

Cost  
Several plans for single or multiple jurisdictions, from $25 to $75 per month. Transactional fees run from $2.95-$4.95 per search.

Notes  
Built-in check for case validity, called CaseCite, runs the case citation as a search. Tables of contents provided for codes and court rules. Free email newsletter about new databases and user hints.

Name  
QuickLaw America

Contents  
Federal caselaw (U.S. Supreme Court, Courts of Appeals); federal court rules; public laws; USC; CFR; state caselaw; and some state codes, administrative codes, and court rules. Some legal resources from Canada, United Kingdom, European Union, Australia, Africa, and the Caribbean are included in the product directory.

URL  
http://www.qlamerica.com/index.html

Cost  
Per transaction cost is $5. Contact the company for flat rate prices.

Notes  
Free 14-day trial period. US Topical databases are available (presently contain federal law and Illinois law resources). Content of foreign law areas varies. Canada, for example, includes cases, statutes, news sources, and secondary materials; Australia includes case law and a few secondary sources.

Name  
RegScanLaw

Contents  
U.S. Supreme Court (1900), Courts of Appeals (1930; 9th Cir. from 1941; 11th Cir. from 1981; D.C. Cir. from 1950), a few federal district courts, state appellate courts (dates vary, Washington from 1935), U.S. Code, and Code of Federal Regulations.

URL  
http://law.regscan.com

Cost  
$24.95 per month.

Notes  
Introductory month charge is $9.95. Multiple caselaw databases may be searched together. Advance Sheets feature searched up to most recent 4 weeks of cases. Must run case citation as a
Managing Your Library

I

Name: TheLaw.net Corporation
Contents: Federal caselaw (U.S. Supreme Court, Courts of Appeals, a few District Courts) and state caselaw. Provides links to websites using the service’s software.
URL: http://www.thelaw.net/
Cost: $345 per year for a single subscription. No monthly option; annual subscription translates to about $28.75 per month. Thirty-day, full-refund trial period.
Notes: Multiple caselaw databases may be searched simultaneously. Software provides pull-down menus that are essentially a directory of websites containing particular types of legal documents or information.

Name: VersusLaw
Contents: U.S. Supreme Court (1900), Courts of Appeals (mostly from 1930 except 9th Cir. from 1941 and courts established later), several District Courts, state caselaw, a few tribal courts’ decisions, and news sources (including magazines, newspapers, and journals). Washington materials include caselaw from 1935.
URL: http://www.versuslaw.com
Cost: $8.95 per month, per attorney in the firm for caselaw databases. “V. News,” containing new sources costs $29.95 per month. US Legal Forms provides forms for download and order at a cost per document. The cost per month for USC and/or CFR is $15 for one, $25 for both. CFR Update service sends a daily email with all changes to a CFR title for $15 per month.
Notes: Current awareness service (“AdvanceLinks”), emails new cases in 7 topical areas. Multiple federal or state caselaw databases may be searched simultaneously. A nonsubscriber may search and retrieve the document hit list without having to log onto VersusLaw.

IV. Managing Your Library: A Selected Bibliography

The following bibliography includes recent books and articles on managing the law firm library. For a discussion of resources useful in the selection of library materials, see Section III.B, Selection and Acquisition Tools, above.

A. Books and Serials
AALL Publications Series. Briefs in Law Librarianship Series (E.B. Rothman, 1997- ). Discusses the results of surveys in a brief and practical format with useful bibliographies, but often based on fairly small sample sets including many academic law libraries.

1. Survey on Job Descriptions (1997)


2. Expanding Roles for Law Librarians (1998)
5. The Internet as a Legal Research Tool (2000)
7. Using the Library as a Marketing Resource (2001)
8. Changing Roles of Law Librarians (forthcoming)

Biennial Salary Survey (American Association of Law Libraries, 1995- ). Compiles the results of a biennial national salary survey based on several criteria, including geography, position, type of institution, etc.


Laura N. Gasaway, Bruce S. Johnson & James M. Murray, Law Library Management During Fiscal Austerity (Glanville Publishers, 1992). Addresses a variety of cost-saving and revenue-generating measures that are applicable to many types of law libraries. However, it is somewhat dated in dealing with electronic resources issues. (Law Library Information Report, Vol. 12)


Legal Information Management Index (Legal Information Services, 1984-, bimonthly with annual cumulation). Indexes articles of relevance to law library managers.


Managing the Law Library (Practising Law Institute, 1988-, annual). Surveys a dozen practical and theoretical hot topics in law library management, focusing on the firm library perspective.


Catherine A. Pennington, ed., Planning the Small Law Office Library (American Bar Association, Section of Law Practice Management, 1994). Discusses logistics of setting up a small firm library in a pre-Internet context. Includes practical appendices and checklists of easy things to miss.

Carol A. Roehrenbeck, Sally H. Wise & Eileen B. Cooper, Complying with the ADA: Law Library Services and Facilities (Glanville Publishers, 1997). Summarizes implications of the ADA for private and public law libraries, including aspects of planning and enforcement. Also reprints relevant laws, forms, and guidelines. (Law Library Information Report, Vol. 20)


B. Articles

Robert C. Berring, "The Paperless Chase: Don't Throw Out the Librarian with the Library," California Lawyer, June 2000, at 50.


C. Websites


V. Library Support Services in King County

Note: Please check with each provider for specific prices and services.

Amy Eaton
12232 SE 200th St.
Kent, WA 98031
(253) 859-3562
lawlibraryservices@yahoo.com
(short-term law firm consulting)

Falken Information Services
Linda Falken
P.O. Box 1090
Clinton, WA 98236
(360) 321-3020
Fax: (360) 321-2590
falkinfo@whidbey.com
(research, management & consulting)

David Gaarder
6546 23rd NW
Seattle, WA 98117
(206) 985-3882
daveallen2000@hotmail.com
(looseleafing, database searching, Westlaw, Lexis, Internet)

Vicky Hayes
(206) 525-7840
hayesvc2001@yahoo.com
(library filing)

I.B. Documents
Cory Chigbrow
1005 Boat St.
Seattle, WA 98105
(206) 633-2350
Fax: (206) 633-2479
ibdocs@ibdocuments.com
http://www.ibdocuments.com/
(research & document delivery services)
VI. Document Delivery Services

Note: Some of these organizations do research for a fee in addition to document delivery. Some organizations limit the types of documents they provide. Please check with each provider for prices and services.

A. Pacific Northwest

Attorney’s Information Bureau
C-603 King County Courthouse
Seattle, WA 98104
(206) 622-1909

Attorney Services
Boley Law Library
Northwestern School of Law
10015 SW Terwilliger Blvd.
Portland, OR 97219
(503) 768-6705
http://www.lclark.edu/~lawlib/attysvc.html

Fairchild Record Search
P.O. Box 1368
Olympia, WA 98507
(360) 786-8775
(800) 547-7007
http://www.recordsearch.com/

Gonzaga University
School of Law Library
721 N. Cincinnati St.
Spokane, WA 99202-3528
(509) 328-4220 ext. 3755
Fax: (509) 323-5882

I.B. Documents
Cory Chigbrow
1005 Boat Street
Seattle, WA 98105
(206) 633-2350
Fax: (206) 633-2479
ibdocs@ibdocuments.com
http://www.ibdocuments.com/
(research & document delivery services)
B. National

For a brief list of legal document delivery providers, see http://www.docdel.net/Law_and_Litigation_Support.html and http://www.aallnet.org/chapter/caucuses_document_suppliers.asp.

Boalt Express
Boalt Hall Library
University of California, Berkeley
Berkeley, CA 94720-7210
(510) 642-0950
Fax: (510) 642-9122
bex@law.berkeley.edu
http://www.law.berkeley.edu/library/services/bex/index.html
(document delivery & research service)
VII. Legal Publishers and Distributors: A Selected List of Washington, Oregon, and Idaho Legal Publishers

For legal publisher email addresses and websites, see http://acqweb.library.vanderbilt.edu/acqweb/pubr/law.html.

For the latest information about legal publishing mergers and which companies own which publishers, see http://www.colorado.edu/Law/lawlib/ts/leggpub.htm.

For postal addresses, check the publisher’s website at AcqWeb or consult the latest edition of the Legal Information Buyer’s Guide and Reference Manual.

A.N.P. Publishing
PO. Box 3948
Federal Way, WA 98063
(253) 952-4000
(800) 422-5539

Attorneys Eagle Eye Service, Inc.
PO. Box 7418
Bellevue, WA 98008-1418
(425) 747-5242
http://ourworld.compuserve.com/homepages/cmarr/

Book Publishing Co.
201 Westlake Ave. N.
Seattle, WA 98109
(206) 343-5700
(800) 537-7881
http://www.bpcnet.com/

BNA Plus
Bureau of National Affairs
1231 25th St. NW
Washington, DC 20037
(202) 452-4323
(800) 452-7773
http://www.bna.com/bnaplus/

Federal Document Retrieval
5161 River Rd.
Building 4
Bethesda, MD 20816
Seventh Floor
Washington, DC 20002
(202) 789-2233
(800) 548-2269

LexisNexis Document Solutions
P.O. Box 2969
Springfield, IL 62708
(800) 634-9738
http://www.lexis-nexis.com/donsolutions/
(UCC/corporate filings)

Research Information Service
701 Pennsylvania Ave. NE, Ste. C100
Washington, DC 20004
(202) 737-7111
(800) 542-3320

Thomson Financial Securities Data
5161 River Rd.
Bethesda, MD 20816
(800) 638-8241
http://www.tfisd.com/

Washington Document Service
1023 15th St. NW, 12th Floor
Washington, DC 20005
(202) 628-5200
(800) 728-5201
http://www.wdsdocs.com/

Washington Service Bureau, Inc. (CCH)
1015 15th St. NW, 10th Floor
Washington, DC 20005
(202) 312-6600
(800) 955-5219
http://www.wsb.com/

WestDoc
http://www.westdoc.com/

Washington Legal Researcher's Deskbook 3d
William J. Price
Karr Tuttle Campbell
1201 Third Ave., Ste. 2900
Seattle, WA 98101-3028
(206) 224-8053
http://www.karrtuttle.com/

U. S. Government Bookstore
915 Second Ave.
Rm. 194 Federal Bldg.
Seattle, WA 98174
(206) 553-4270
Fax: (206) 553-6717
seattlebks@gpo.gov
http://bookstore.gpo.gov/locations/seattle.html

University of Washington
School of Law
Continuing Legal Education
1100 NE Campus Parkway
Seattle, WA 98105
(206) 543-0059
http://uw.uwcle.org

University of Washington Press
PO. Box 50096
Seattle, WA 98145-5096
(206) 543-8870
(800) 441-4115
http://www.washington.edu/uwpress/

VersusLaw, Inc.
2613 - 151st Pl. NE
Redmond, WA 98052
(425) 250-0142
Fax: (425) 250-0157
http://www.versuslaw.com/

Wallingford Press
5125 SW Macadam, Ste. 200
Portland, OR 97201
(503) 223-2520

Washington Law Institute
1001 Fourth Ave. Plaza, Ste. 3200
Seattle, WA 98154-1003
(206) 726-9337
http://www.wlaw.com

Washington Law School Foundation
see University of Washington, School of Law, Continuing Legal Education

Washington Professional Publications
P.O. Box 1147
Bellevue, WA 98009
(425) 451-0130

Washington State
Office of Administrator for the Courts
1206 S. Quince St.
P.O. Box 41170
Olympia, WA 98504-1170
(360) 753-3365
http://www.courts.wa.gov

Washington State
Office of the Code Reviser
Legislative Bldg.
P.O. Box 40551
Olympia, WA 98504-0551
(360) 786-6777
Fax: (360) 586-6480
http://slc.leg.wa.gov/default.htm

Washington State
Office of the Secretary of State
Legislative Bldg.
P.O. Box 40220
Olympia, WA 98504-0220
(360) 753-7121
http://www.secstate.wa.gov

Washington State Bar Association
2101 Fourth Ave., 4th Floor
Seattle, WA 98121-2330
(206) 443-WSBA
(800) 945-WSBA
http://www.wsba.org
Washington State Trial Lawyers Association
1809 Seventh Ave., Ste. 1500
Seattle, WA 98101-1328
(206) 464-1011
http://www.wstla.org

Washington Journal
1402 Third Ave., Ste. 314
Seattle, WA 98101
(206) 515-9540
http://www.wajournal.com

VIII. Publishers of Current Washington Legal Periodicals

A. Law Reviews
Gonzaga Law Review
Gonzaga University School of Law
Spokane, WA 99220-3528
(509) 328-4220 ext. 3716
http://www.law.gonzaga.edu/borders/review/default.htm

Pacific Rim Law & Policy Journal
University of Washington
School of Law
1100 NE Campus Parkway
Seattle, WA 98105
(206) 543-6649
http://www.law.washington.edu/PacRim

Seattle University Law Review
900 Broadway
Seattle, WA 98122
(206) 398-4271
http://www.law.seattleu.edu/

Washington Law Review
University of Washington
School of Law
1100 NE Campus Parkway
Seattle, WA 98105
(206) 543-4069
http://www.law.washington.edu/WLR/

B. Legal Newspapers
Daily Journal of Commerce
83 Columbia St.
Seattle, WA 98104
(206) 622-8272
http://www.djc.com

C. Bar Publications
Bar Bulletin
King County Bar Association
Bank of California Bldg.
900 Fourth Ave., Ste. 600
Seattle, WA 98164-1005
(206) 624-9365
http://www.kcba.org

De Novo
WSBA Young Lawyers Division
2101 Fourth Ave., 4th Floor
Seattle, WA 98121-2330
(206) 442-WSBA
(800) 945-WSBA
http://www.wsba.org

Trial News
Washington State Trial Lawyers Association
1809 Seventh Ave., Ste. 1500
Seattle, WA 98101-1328
(206) 464-1011
http://www.wstla.org

Washington State Bar News
2101 Fourth Ave., 4th Floor
Seattle, WA 98121-2330
(206) 442-WSBA
(800) 945-WSBA
http://www.wsba.org
(note: various WSBA sections also have publications)
D. Index

Current Index to Legal Periodicals
Gallagher Law Library
University of Washington
1100 NE Campus Parkway
Seattle, WA 98105
ATTN: Muriel Quick
(206) 543-4097
Fax: (206)685-2165
cilp@u.washington.edu
http://lib.law.washington.edu/cilp/cilp.html

1 This chapter is heavily based on the Managing Your Library chapter in the Washington Legal Researcher's Deskbook, 2d (1996), which was written by Peggy Roe-buck Jarrett. Kristy Moon provided extensive assistance in the updating of addresses and other information in Sections V through VIII.

2 "During the period from 1973 to 1996, for example, when the Consumer Price Index showed an increase of 25%, the average cost of legal serials rose 495%." Kendall F. Svengalis, Legal Information Buyer's Guide and Reference Manual 2001, at 13 (Rhode Island LawPress, 2001). Approximately 95% of a law office's library materials are considered serials because so many treatises get pocket parts or looseleaf pages that are paid for on an annual basis, just like a law review. Id.


4 Although many of these topics are beyond the scope of this chapter, they are discussed extensively in the references in the bibliography at Section IV, below.