



**AFFIDAVIT OF SUPERVISING ATTORNEY  
FOR LEGAL ASSISTANT 2019**

I, \_\_\_\_\_ hereby certify as follows:

1. I am an active member of the Washington State Bar Association; I am engaged in the practice of law in the State of Washington.

2. I am currently employed at:

\_\_\_\_\_

\_\_\_\_\_ (name and address of firm)

3. I agree to act as responsible attorney for \_\_\_\_\_ (Legal Assistant) and will furnish information and reports regarding activity of the Legal Assistant in accordance with the Board of Trustees of the King County Bar Association.

4. I understand there may be spot audits of the application of Legal Assistant and/or the Affidavit of Responsible Attorney by a member of the Legal Assistant Committee of the King County Bar Association and consent thereto.

5. The Legal Assistant is trained by experience and/or education to carry on investigative and information gathering tasks, use independent judgment and deal with clients in a professional and ethical manner under the supervision of myself or other licensed attorneys in my office. I will make reasonable efforts to ensure that the Legal Assistant's conduct is compatible with the professional obligations of the lawyer and that the firm has in effect measures giving reasonable assurance that the conduct of Legal Assistants within the office is compatible with the professional obligations of the lawyer.

6. I have read the application for this calendar year and the current affidavit of applicant, copies of which are attached hereto, and the statements contained therein are true and correct to the best of my knowledge. This affidavit will be considered as continuing, and includes all work performed by the Legal Assistant prior to and subsequent to the date of my signing, on behalf of myself or my firm, until I notify the King County Bar Association, in writing, to the contrary. I will notify the King County Bar Association upon termination of the employment of the Legal Assistant by me or my firm.

7. I have read the Rules of Professional Conduct 5.3, Responsibilities Regarding Non-lawyer Assistants, and have discussed the provisions of that rule with the Legal Assistant.

\_\_\_\_\_  
Sponsoring Attorney Signature

\_\_\_\_\_  
WSBA#

\_\_\_\_\_  
Date