

September 9, 2003

Melanie Curtice
Stoel Rives
600 University Street
Suite 3600
Seattle WA 98101

Re: Draft Claims and Appeals Procedure

Dear Ms. Curtice:

Jeff asked the trustees to send questions or remarks regarding the Claims and Appeals Procedure to him so they could be sent to you prior to the September 15th Trust meeting. Attached is a marked up copy from Betsy Selders. The Trust meeting will be held at 3:30 p.m. at the Administrative Center, 4730 Colby Avenue in conference room C3. If you have any questions please give me a call at 425-385-4010. Below are some driving directions.

From Seattle – Northbound on I-5.

Exit the freeway at exit 192 (Broadway/City Center). This is a left-hand exit. Exit again at 41st Street. After pigtail, turn right. Turn left at first light (Colby). You will be heading south on Colby. Go about 5 blocks. The Administrative Center is located on the right hand side of the street.

Sincerely,

Susan A. Sacha
Administrative Assistant
Associate Superintendent
Finance & Operations

attachment