



Kittitas County
Office of the County Treasurer
 Amy Cziske, Treasurer

KITTITAS COUNTY INVESTMENT POOL (KCIP)
PARTICIPANT AGREEMENT

Participation in the Kittitas County Investment Pool (KCIP) seeks to provide income in high-quality, short and long term securities that are eligible for investment in the State of Washington. The KCIP is not designed for participants who wish to make daily withdrawals and contributions.

The Kittitas County Investment Pool (KCIP) operates on an amortized cost-book value basis rather than a net asset value (NAV) basis. Earnings distributions, including any realized transactions in the pool, are calculated on the average daily balance of the participant's cash in the pool and distributed monthly.

The pool is operated under an investment policy adopted by the Finance Committee that is statutorily created. It consists of the County Treasurer, the County Auditor, and the Chair of the Board of County Commissioners. The Kittitas County Investment Policy sets forth the safety of principal as the number one priority for daily management of the pool. A copy of the investment policy can be found on the Treasurer's website or will be provided upon request.

The cost of the investment and related banking operations shall be recovered through fees deducted from the pool's earnings. These fees will be collected via a monthly charge pursuant to RCWs 36.29.020 and 36.29.024. When there is a surplus funds on hand, it will be returned to the participants. Any shortages will be recovered through higher fees the following year, and participants will be notified of the new fees. Participants can find monthly reports detailing the market value and composition of the pool investments on the Treasurer's website or will be provided upon request.

Maintaining good communication regarding business needs and operations, especially with respect to unusual cash flow activities, allows us to operate the pool most effectively. Business managers or finance officers should maintain contact with the Treasurer's Finance Officer about their cash flow needs. Any expected single-day cash withdrawal from the pool, outside of the district's usual payroll and expenditures, must be communicated to the Treasurer's Finance Officer within the timeframes outlined in the KCIP Terms and conditions, which is provided to all participants and is available on the Treasurer's website.

This agreement shall remain in effect until amended in writing by mutual consent of both parties.

The undersigned authorizes the Kittitas County Treasurer to invest on behalf of _____ within the Kittitas County Investment Pool and accepts the conditions outlined above.

Please list individuals within your organization that are authorized to make investment requests on behalf of the district:

Name:	Email:
Name:	Email:
Name:	Email:

X

 Signature of Chair/Department Head
 Printed Name:

X

 Amy Cziske, Treasurer