

KING COUNTY PROSECUTING ATTORNEY'S OFFICE



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JUSTICE
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King County Superior Court Probable Cause Certification Electronic Signature

It is now possible to submit an **electronically signed**¹ Certification for Determination of Probable Cause for King County Superior Court under very specific conditions below. Failing to complete any one of the required steps could result in the Probable Cause Certification getting rejected by the PAO or the Court. This procedure cannot be used for District Court, or for Superforms used on felony arrests.

In order for a Probable Cause Certification to be valid, you **MUST** follow each of the required steps:

1. Generate a Certification for Determination of Probable Cause per your department policies.
2. Add the following language to the bottom of the Certification for Determination of Probable Cause: ***"This document was submitted to the Prosecutor through the Prosecutor by Karpel External View Portal system under [GR 30](#) and [LGR 30](#)."***
3. Electronically sign the Certification for Determination of Probable Cause under penalty of perjury and note the date and place (City and State) that it was signed.
4. Personally log into the External View Portal (PAO Case Info) using your unique login and password.
5. Upload the PDF Certification for Determination of Probable Cause to the case as part of creating a new referral (the "Create New Referral" button) or Upload the Certification for Determination of Probable Cause to the appropriate existing case.

¹ An "electronic signature" is an electronic image of the handwritten signature or other electronic sound, symbol, or process, of an individual; attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the record, including but not limited to "/s/ [name of signatory]."

- a. Do not submit encrypted or secured Adobe PDF files. PC Certs cannot be secured or encrypted because the eFiling portal will reject the secured or encrypted Adobe document.

Please note, when a certification is electronically signed, **you may not have another person submit a certification for determination of probable cause on your behalf.** A "wet signature" (pen to paper) is required if someone other than yourself submits the certification for determination of probable cause.

GR30 and LGR language that includes the under penalty of perjury statement with typed name in standard font is considered a valid signature. It can be pretty much any form IF (and only if) the rules above have been followed.

Acceptable Example(s):

This document was submitted to the Prosecutor through the Prosecutor by Karpel External View Portal system under GR 30 and LGR 30.

Under penalty of perjury under the laws of the State of Washington, I certify that the foregoing is true and correct.

Signed and dated by me this _____ day of _____ (Month) 202__ (Year), at _____ (City), Washington.

Signature/Badge #
Print rank/name _____

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF WASHINGTON THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND ACCURATE AND THIS DOCUMENT WAS SUBMITTED TO THE PROSECUTOR THROUGH THE PROSECUTOR BY KARPEL EXTERNAL VIEW PORTAL SYSTEM UNDER GR 30 AND LGR 30 USING THE UNDERSIGNED OFFICER'S UNIQUE LOGIN AND PASSWORD.

DEP FIRST NAME LAST NAME (BADGE #)

Signed in: Seattle, WA

Agency: Law Enforcement agency

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Under the penalty of perjury under the laws of the State of Washington, I certify that the foregoing is true and correct. Electronically signed and dated by me, at City, State.

/S/ Officer First Name Last Name

Date: _____