

# WASHINGTON STATE B A R A S S O C I A T I O N

## Conference Call Information

### WSBA Conference Call Vendor: QuickConnect

WSBA uses QuickConnect\* to provide conference call services to WSBA entities, including sections. Each section is assigned a conference call moderator and administrator code. Use of the WSBA system is not required, and sections may choose to use alternative conference call vendors if so desired.

It is the responsibility of the section chair and chair-elect to have this information on file and provide it to others as needed. In keeping with open meetings policy, the WSBA will post this information online for meetings or provide it upon request.

### Billing

QuickConnect charges WSBA \$.04/per minute/per person. These charges are billed automatically to the respective section and this expense occurs internally (no further action is required by a member of the Executive Committee). These charges, if any, will appear on section's monthly financial statements. If you have questions regarding a conference call expense, please contact your Sections Program Specialist.

### Instructions

Calls must be initiated by the Moderator using a preassigned section-specific code. For section-specific conference call codes, please contact the Sections Program Specialist or email [sections@wsba.org](mailto:sections@wsba.org).

*\*QuickConnect is a reservationless system. Customer Service can be contacted at 1.866.640.5038.  
Codes were initially assigned in July 2008.*