



NATIONAL NOTARY ASSOCIATION
The Nation's Professional Notary Organization[®]
 P.O. Box 541032
 Los Angeles, CA 90054-1032

ORDER BY PHONE:
1-800-US NOTARY
1-800-876-6827
 Monday-Friday, 5:00 a.m.-5:00 p.m. Pacific Time
 Please have your credit card ready.

ORDER BY FAX:
1-800-833-1211
 Be sure to include your credit card information.

ORDER ONLINE:
www.NationalNotary.org

1 CUSTOMER INFORMATION:

Name: _____

Organization: _____

Address: Business Home _____

City: _____

State: _____ Zip Code: _____

Daytime Phone: () _____ Home Phone: () _____

eMail Address: _____ Fax: _____

IMPORTANT: NNA Member Number*: _____

*Required for NNA member prices. If you're joining now, write "NEW."

2 SHIPPING INFORMATION: For shipment to a different address, please indicate below.

Name: _____

Organization: _____

Address: Business Home _____

City: _____

State: _____ Zip Code: _____

3 MEMBERSHIP/INSURANCE/BOND: Use this section only if you are joining the NNA or if you are purchasing Errors & Omissions Insurance or a Notary Bond.

ITEM	DESCRIPTION	TOTAL
NNA Membership <small>A great opportunity to match your membership to your commission years!</small>	<input type="checkbox"/> 1-Year: \$52 (Item #1500-012) <input type="checkbox"/> 2-Years: \$89 (Item #1500-024) <input type="checkbox"/> 3-Years: \$126 (Item #1500-036) <input type="checkbox"/> 4-Years: \$163 (Item #1500-048) <input type="checkbox"/> 5-Years: \$200 (Item #1500-060) <input type="checkbox"/> Each Additional Year: \$37; years _____	
Notary Errors & Omissions Insurance	State: _____ Policy Term (years): _____ Amount (\$): _____	
Notary Bond	State: _____ Amount (\$): _____	
Subtotal <small>Enter this amount below.</small>		

BONDS AND E&O POLICIES UNDERWRITTEN BY MERCHANTS BONDING COMPANY (MUTUAL), DES MOINES, IOWA, PENNSYLVANIA BOND AND E&O POLICIES UNDERWRITTEN BY NATIONS BONDING COMPANY, AUSTIN, TEXAS, A SUBSIDIARY OF MERCHANTS BONDING COMPANY (MUTUAL). AGENT FOR ALL BONDS AND E&O POLICIES IS NNA INSURANCE SERVICES, INC. ALL RATES SUBJECT TO CHANGE WITHOUT NOTICE. COMMISSION NUMBER AND COMMISSION EFFECTIVE AND EXPIRATION DATES REQUIRED PRIOR TO E&O INSURANCE ACTIVATION.

4 SUPPLY ITEMS: Use this section to order all Notary supplies and Complete Notary Packages.

For expedited shipment of a Bond, add the following to your shipping charges below:
 2-Day = Add \$10.95 Next Day = Add \$19.95

ITEM NUMBER	QUANTITY	ITEM DESCRIPTION	PRICE EACH	TOTAL
		Complete Notary Package — State: _____ Seal Choice, if applicable: <input type="checkbox"/> Embosser or <input type="checkbox"/> Pre-inked Stamp		

CONFIRMING ORDERS: If you have placed your order by phone, fax or online and paid by credit card, please DO NOT mail a duplicate confirming order.

IF THIS ORDER CANNOT BE COMPLETED WITHIN ONE YEAR (365 DAYS) AFTER THE NNA HAS RECEIVED IT DUE TO YOUR FAILURE TO NOTIFY US OF YOUR COMMISSION COMMENCEMENT DATE, YOUR PAYMENT WILL BE NON-REFUNDABLE.

COMPLETE NOTARY SUPPLY PACKAGES AVAILABLE AT SAME NET SAVINGS WITHOUT BOND AND/OR ERRORS AND OMISSIONS INSURANCE PURCHASE. CALL 1-800-876-6827 FOR PRICING AND ORDER INFORMATION.

Subtotal of Supply Items

Shipping Charges (see rates at left)
 Ground 2-Day Air Next-Day Air

Add State/Local Taxes

For delivery to AZ, CA, FL, HI, IL, KS, MA, MI, MO, NC, NE, NJ, NV, NY, PA, TX, WA*
 *For these states, include tax on shipping rates.

For tax on Complete Notary Pkgs, see chart at left. No tax on Online Training.

Subtotal of Membership/Insurance/Bond

TOTAL

COMPLETE NOTARY PACKAGE TAX CHART

Multiply your state/local sales tax rate by the taxable amount below.

State	Taxable Amount	New	Renew
AZ, CA	\$63.75	\$31.90	
FL, MI, NV, PA, TX, WA	\$73.70	\$39.85	
HI, MO, NC, NE, NJ, NY	\$63.75	\$39.85	
IL, MA	\$53.80	\$31.90	
KS	\$46.80	\$24.90	
VA	\$43.85	\$31.30	

SHIPPING RATES*

Total of Supply Items	Ground	2-Day Air	Next-Day Air
\$0 to \$15.00	\$6.95	\$11.95	\$20.95
\$15.01 to \$40.00	\$7.95	\$12.95	\$23.95
\$40.01 to \$65.00	\$9.95	\$13.95	\$26.95
\$65.01 to \$95.00	\$11.95	\$15.95	\$29.95
\$95.01 to \$120.00	\$13.95	\$17.95	\$33.95
\$120.01 to \$150.00	\$15.95	\$19.95	\$38.95
\$150.01 to \$250.00	\$17.95	\$22.95	\$44.95
\$250.01 to \$350.00	\$22.95	Call	Call
\$350.01 to \$550.00	\$35.95	Call	Call
\$550.01 to \$1000.00	\$62.95	Call	Call
Over \$1000.00	Call	Call	Call
Complete Notary Pkg** (without Bond/Insurance)	\$11.95	\$15.95	\$29.95
Complete Notary Pkg** (with Bond/Insurance)	\$11.95	\$30.94	\$47.35

Shipping rates subject to change

If ordering a Complete Package plus other items, first calculate the shipping for the individual items, then add that amount to the shipping for the Complete Package.

* Rates listed apply to contiguous 48 states. For shipment to all other destinations, call for rates.
 ** See "Complete Notary Pkgs" on reverse side.

5 PAYMENT: If credit card billing address is different than customer information, please fill out billing address below.

Check or Money Order Enclosed (payable to National Notary Association)

Charge to My:

Credit Card Number: _____

Expiration Date: / / Signature (as on credit card): _____

Name on Card: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Thank You!

Complete Steps 6-8 below

6 NOTARY BONDS: To complete your bond order in:

- CALIFORNIA:** Fax or mail a copy of your commission certificate.
- MISSOURI:** Fax or mail a copy of your Commission Certificate and/or Letter.
- PENNSYLVANIA:** Fax or mail a copy of your Bond and Oath form with commission information.
- FLORIDA AND TEXAS:** No further action is needed. Your bond was executed with your commission application.
- ALL OTHER STATES:** Contact insurance services at 1-800-876-6827 for instructions.

7 NOTARY SEALS & COMPLETE NOTARY PACKAGES:

To avoid delays when ordering an official Notary Seal Stamp or Complete Notary Package, please read and follow the instructions on reverse side under Notary Seal stamps and embosser requirements.

PENNSYLVANIA NOTARIES must provide the City, Township or Borough and the County of your principle place of business with the Commission Certificate copy or Appointment Letter.

City: _____
 County: _____

PLEASE NOTE: Notary Seals are custom-made to your state's specifications and require approximately three days to produce. If you do not yet have the documentation for your Seal, we will ship the other items and hold your Seal until the documentation is received. Bonds are sent separately.

Have You Remembered to:

1. Enclose your payment or include your credit card information with the expiration date?
2. Include your commission information for Seals or Complete Package orders. See ordering instructions for state-specific requirements.
3. Provide all information for any custom items?
4. Include your NNA member number?
5. Print your name and complete address clearly?
6. Include your daytime telephone number?

To avoid delays when ordering an official Notary Seal Stamp or Complete Notary Package, please read and follow the instructions on reverse side under Notary Seal stamps and embosser requirements.
 Prices subject to change (01,-01-07)

Thank You for Your Order!

8 CUSTOM ITEMS:

When ordering BUSINESS CARDS, MINI ADDRESS or CUSTOM STAMP, STATIONERY or LIBRARY EMBOSSE or PERSONALIZED CLOCK, print all information below. We cannot produce these items unless this section is complete.

PLEASE NOTE: Make sure the information below is accurate. We cannot be responsible for your errors. Custom items require approximately three days to produce. (Business Cards approximately 2-3 weeks; Rolodex/Magnetic Cards 3-4 weeks). We will ship any items ordered with a custom item separately.

BUSINESS CARDS: Max. four lines. Line 1 (name), max. 29 characters/spaces; lines 2-4 (contact info.), max. 40 characters/spaces.

MINI ADDRESS STAMP: Max. four lines and 20 characters/spaces per line.

CUSTOM STAMP: Max. seven lines and 28 characters/spaces per line.

STATIONERY EMBOSSE: Max. four lines and 21 characters/spaces per line.

PERSONALIZED DESKTOP CLOCK: Max. one line and 50 characters/spaces per line.

Line 1: _____
 Line 2: _____
 Line 3: _____
 Line 4: _____
 Line 5: _____
 Line 6: _____
 Line 7: _____

LIBRARY EMBOSSE: Maximum 21 characters around and three initials in center.

Characters around Embossment (max. 21): _____

 Initials in Center (max. three): _____

We Accept: Visa, MasterCard, American Express and Discover



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100% SATISFACTION

If any supply item fails to live up to your expectations, you may return it within 60 days for a replacement or refund.

NNA MEMBERS SAVE

It pays to be a member of the NNA! You'll note that member prices in this catalog reflect savings of up to 40% and sometimes more.

So if you're not already a NNA member, we invite you to join now. Just complete section 3 of the order form and take advantage of member prices with your first order.

ORDER FULFILLMENT

We usually fill your order within 24 hours of receiving it.

PLEASE NOTE: Custom items require approximately three days to produce (Business Cards approximately 2-4 weeks).

Custom items will be shipped separately as soon as they are available.

GROUND

We normally ship UPS ground or first-class mail. Your order will typically arrive within 7 to 10 working days.

2-DAY/NEXT DAY AIR

For faster delivery check the order form for next-day or 2-day air service. Next-day and 2-day orders received and entered by noon Pacific Time will be shipped the same day.

COMPLETE NOTARY PKGS

Items in the Complete Notary Package are shipped separately: (1) Supplies, (2) Seal, and (3) Bond/Insurance (where applicable). All items will be shipped as requested on order form.

NOTE: For special shipping requests, call us at: 1-800-876-6827.

CUSTOM ORDERS*

When ordering custom items, be sure to neatly and accurately print all information requested in section 8 of the order form. We cannot produce these items unless this information is provided, and we cannot be responsible for your errors.

PLEASE NOTE: Custom items require approximately three days to produce (Business Cards approximately 2-4 weeks).

Custom items will be shipped separately as soon as they are available.

***CUSTOM ORDERS:** includes Notary Seals, Library Embossers, Stationery Embossers, Custom Stamps, Mini Address Stamps, magnets, rolodex cards, and Business Cards.

NOTARY SEAL AND EMBOSSE SHIPPING

Notary Seals are custom made to your state's specifications. Allow 2-3 business days to produce. Seals will be withheld until all required documents are received. If required documentation is not submitted at the time of order, you may receive two separate shipments.

NOTE: If your order cannot be completed within one year (365 days) after the NNA has received it due to your failure to notify us of your commission commencement date, your payment will be non-refundable.

NOTARY BONDS

IMPORTANT: Include the following information in section 6 of the order form so we can process your Notary Bond:

- Residence county

- Business county
- Commission effective date

NOTE: Notary Bond filing procedures vary by state. Please contact the NNA at 1-800-876-6827 for instructions and required documentation.

REQUIREMENTS FOR NOTARY SEAL STAMPS

IMPORTANT: The following documents are required to provide your Official Notary Seal Stamp. Please mail or fax the required documents to the NNA.

CA and OR: Mail your ORIGINAL "Certificate of Authorization" (not a copy).

FL: If ordering a Notary Seal, please send a COPY of your Notary "Commission Certificate." For NNA Complete Notary Supply Package, no documents are required.

Guam: Send a COPY of your "Commission Certificate" AND mail your ORIGINAL, notarized "Application for Seal."

HI: Send a COPY of your "Letter of Passing."

ID, KS, NM, SD and WI: Order your seal, then forward a COPY of your "Commission Certificate" within 30 days.

MT: Send a COPY of your "Commission Certificate" and provide the NNA with your city of residence.

NV: Mail your ORIGINAL "Certificate of Appointment" or original CERTIFIED copy.

PA: Send a COPY of your "Commission Certificate" or "Appointment Letter" AND provide your city, township or borough and county of business.

TX: Available in Elite, Value and Slim Stamp Notary Seals only. Send a COPY of your Notary "Commission Certificate." State employees without a Notary Bond must note the following on their request when ordering seals: "NOTARY WITHOUT BOND."

UT: Send COPY of your notarized "Commission Certificate."

AL, DC and VI: Notary Seal Stamps not permitted by state/district; please select a Notary Seal Embosser.

All Other States: Send a COPY of your Notary "Commission Certificate" or "Letter of Appointment."

REQUIREMENTS FOR NOTARY SEAL EMBOSSEERS

IMPORTANT: The following documents are required to provide your Official Notary Seal Embosser. Please mail or fax the required documents to the NNA.

CA: Mail your ORIGINAL "Certificate of Authorization" (not a copy).

Guam: Send a COPY of your "Commission Certificate" AND mail your ORIGINAL, notarized "Application for Seal."

ID, KS, NM, SD and WI: Order your seal, then forward a COPY of your "Commission Certificate" within 30 days.

OR: Send a COPY of your "Commission Certificate."

PA: Send a COPY of your "Commission Certificate" or "Appointment Letter" AND provide your city, township or borough and county of business.

HI: Send a COPY of your "Letter of Passing."

NV: Mail your ORIGINAL "Certificate of Appointment" or the original CERTIFIED copy. No faxes accepted.

UT: Send COPY of your notarized "Commission Certificate."

VI: Send COPY of your "Commission Certificate" and letter with name of District. (Specify if government employee.)

All Other States: Send a COPY of your Notary "Commission Certificate" or "Letter of Appointment."