



Notary Public Application
 Jesse White — Illinois Secretary of State

Return completed form to: National Notary Association, 9350 De Soto Avenue, Chatsworth, CA 91311-4926

Last Name:		First Name:		Middle Name or Initial:	
Business Address: Street:		City:		State:	ZIP Code:
Name of Employer:		Driver's License or State Identification Card Number (attach a photocopy):			
Business Phone:		Date of Birth:	Applying for: <input type="checkbox"/> New Commission <input type="checkbox"/> Renewal of Commission Current Expiration Date: _____ Commission Number: _____		
Email Address:		Home Phone:		County of Residence:	
Current Home Address (Driver's License address must match): Street:		City:		State:	ZIP Code:
Has your name, address or county changed since your last commission? <input type="checkbox"/> Yes <input type="checkbox"/> No If, yes, give previous name, address and/or county: _____					

NOTARIAL OATH State of Illinois, County of _____

- I am a U.S. citizen or an alien admitted for permanent residence.
- I have been a resident of Illinois for at least 30 days.
- I am age 18 or older.
- I have never been convicted of a felony.
- I am able to read and write the English language.
- I have never had a notary public commission revoked.

I do solemnly affirm, under the penalty of perjury, that the answers to all statements on this application are true, complete and correct; that I have carefully read the notary law of the State of Illinois; and that if appointed and commissioned as a notary public, I will perform faithfully, to the best of my ability, all notarial acts in accordance with the law. Further, my signature below authorizes the Office of the Secretary of State to conduct a background verification to confirm the assertions and information provided herein.

Printed Name as you want Commissioned: _____

Signature of Applicant as Printed Above: _____

Notary Public Signature: _____

Witnessed and Affirmed this _____ day of _____, 20 _____

AFFIX NOTARY SEAL HERE

NOTARY PUBLIC BOND

THIS BOND MUST BE WRITTEN BY A COMPANY QUALIFIED WITH THE ILLINOIS DEPARTMENT OF INSURANCE TO WRITE SURETY BONDS IN THE STATE OF ILLINOIS. The Office of the Secretary of State does not recommend any particular bonding or insurance company.

Know all by these presents that we _____ as principal/applicant and **Merchants Bonding Company (Mutual)** are held firmly bound unto the People of the State of Illinois, in the penal sum of FIVE THOUSAND DOLLARS (\$5,000), for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators and assigns jointly and severally, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT, whereas, the above bound principal/applicant has applied for appointment by the Secretary of State of the State of Illinois as a Notary Public for a four-year term.

Now, if said principal/applicant shall truly and faithfully perform and discharge the duties of said office of Notary Public, in all things according to law, then the above obligation to be null and void, otherwise to remain in full force and virtue in law. The term of this bond is from the effective date of the principals's/applicant's commission to the expiration date of the same.

X _____ Signature of Principal/Notary Public Applicant

X *Larry Taylor* Signature of Authorized Representative of Surety Company


BOND NUMBER

AFFIX CORPORATE SEAL HERE

Improve Your Application's Chances

Most of the applications that get rejected are due to avoidable errors. Help your application process go smoothly! Go over these tips before you put pen to paper.

Fill out your application online at

 **NationalNotary.org/**
State-Applications/Illinois
and avoid common errors.
It's safe, simple and secure!




AVOID ERRORS THAT CAN DELAY YOUR COMMISSION

DO

- Print all letters and numbers legibly.
- Fill out all sections completely.
- Cross out mistakes and write corrections next to them.
- Make sure your signature matches your printed name.

DON'T

- Write in cursive or use abbreviations.
- Leave spaces blank (except as noted).
- Use correction fluid (whiteout) to correct mistakes.
- Sign your name differently than your printed name.

			
Notary Public Application Jesse White — Illinois Secretary of State			
Return completed form to: The NNA, P.O. Box 2402, Chatsworth, CA 91311-2402			
Last Name: Jones	First Name: Pat	Middle Name or Initial: R.	
Business Address: Street: 234 West Main Street ① City: Chicago State: IL ZIP Code: 60007			
② Name of Employer: ABC Bank		Driver's License or State Identification Card Number (attach a photocopy): L252-067-86-945-3	
Business Phone: 305-555-1212 ③	Date of Birth: 11/15/64	Applying for: <input checked="" type="checkbox"/> New Commission <input type="checkbox"/> Renewal of Commission	
④ Email Address: pjones@abcbank.com		Home Phone: 305-555-3962	County of Residence: Cook
Current Home Address (Driver's License address must match): Street: 8524 Mason Road City: Chicago State: IL ZIP Code: 60007			
Has your name, address or county changed since your last commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If, yes, give previous name, address and/or county:			
NOTARIAL OATH		State of Illinois, County of Cook ⑤	
1. I am a U.S. citizen or an alien admitted for permanent residence. 2. I have been a resident of Illinois for at least 30 days. 3. I am age 18 or older.		4. I have never been convicted of a felony. 5. I am able to read and write the English language. 6. I have never had a notary public commission revoked.	
I do solemnly affirm, under the penalty of perjury, that the answers to all statements on this application are true, complete and correct; that I have carefully read the notary law of the State of Illinois, and that if appointed and commissioned as a notary public, I will perform faithfully, to the best of my ability, all notarial acts in accordance with the law. Further, my signature below authorizes the Office of the Secretary of State to conduct a background verification to confirm the assertions and information provided herein.			
Printed Name as you want Commissioned: Pat R. Jones ⑥			
Signature of Applicant as Printed Above: ⑦ <i>Pat R. Jones</i>			
Notary Public Signature: ⑧ <i>James R. Hubert</i>			
Witnessed and Affirmed this 12 day of March , 20 18			
NOTARY PUBLIC BOND			
THIS BOND MUST BE WRITTEN BY A COMPANY QUALIFIED WITH THE ILLINOIS DEPARTMENT OF INSURANCE TO WRITE SURETY BONDS IN THE STATE OF ILLINOIS. The Office of the Secretary of State does not recommend any particular bonding or insurance company.			
Know all by these presents that we Pat R. Jones ⑨ as principal/applicant and Merchants Bonding Company (Mutual) are held firmly bound unto the People of the State of Illinois, in the penal sum of FIVE THOUSAND DOLLARS (\$5,000), for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators and assigns jointly and severally, firmly by these presents.			
THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT, whereas, the above bound principal/applicant has applied for appointment by the Secretary of State of the State of Illinois as a Notary Public for a four-year term.			
Now, if said principal/applicant shall truly and faithfully perform and discharge the duties of said office of Notary Public, in all things according to law, then the above obligation to be null and void, otherwise to remain in full force and virtue in law. The term of this bond is from the effective date of the principal's/applicant's commission to the expiration date of the same.			
X ⑩ <i>Pat R. Jones</i> Signature of Principal/Notary Public Applicant	X <i>Larry Taylor</i> Signature of Authorized Representative of Surety Company		
BOND NUMBER ⑪			

MAKE NO ASSUMPTIONS. THESE FIELDS CAN BE TRICKY!

Your Information

- ① Include a business address only if it's different from your residential address. If it doesn't apply, or if you aren't going to perform notarizations for your job, write "N/A."
- ② If you are self-employed, write "Self Employed."
- ③ The phone number for your employer or business. If you're self-employed, this can be the same as your home phone.
- ④ An email address is needed to receive correspondence from the Secretary of State.

Notarial Oath

Complete this section in the presence of a current IL Notary Public.

- ⑤ Print the name of the county you live in.
- ⑥ Print your name as shown on your driver's license or ID card.
- ⑦ Your signature must match your printed name.
- ⑧ The signature of the Notary must match their stamp.

Notary Public Bond

- ⑨ Print your name as shown on your driver's license or ID card.
- ⑩ Your signature must match your printed name.
- ⑪ Leave this blank. We will fill in the bond number.

READY TO SEND IN YOUR APPLICATION? MAKE SURE YOU HAVE THE FOLLOWING:

- An original application form, completed and notarized. Photocopies are not accepted.
- A legible photocopy of your ID, front and back. If the address on your ID is being updated, write "Address change pending."
- If ordering by mail, a completed order form with your supply package chosen and payment.
- Mail the above to:

National Notary Association
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