



Questions? Contact our Customer Care Professionals:

Email: Services@NationalNotary.org | Website: www.NationalNotary.org/GA/Become

Phone: 1-800-876-6827 (M-F, 6:00 a.m.–5:00 p.m. PT)

☐ Step 1

I am eligible to become a Notary and am in compliance with state requirements:

- 18 years or older
- U.S. resident or permanent resident alien; reside in GA; reside in the county where application is filed; nonresidents may apply if employed or does business in the county where I apply
- Have and provide an operating telephone number
- No previous commission or professional license revocation, suspension, or restriction in any state; no commission of any prohibited act listed in OCGA; no unauthorized practice of law
- Able to read and write English

☐ Step 2

I purchased my state-required Notary seal and supplies at www.NationalNotary.org/GA/Become or I called 1-800-876-6827.

☐ Step 3

I have received the supplies that are not dependent upon my commission (e.g. journal, law primer, etc.).

☐ Step 4

I have completed training if required by my county.

[Clayton County](#)

[Cobb County](#)

[Fulton County](#)

☐ Step 5

Visit <https://apps.gsccca.org/NotaryApplication/> to see if you can apply online. If not, you'll need to get an application from the Clerk of Superior Court of your county of residence.

☐ Step 6

I have received my certificate of appointment from the state.

☐ Step 7

I have emailed or faxed a copy of my certificate of appointment to the NNA: Releasing@nationalnotary.org or via fax to 1-800-833-1211. Once my documents have been received my stamp will be shipped within 3 business days.

☐ Step 8

I have received my seal stamp.