

Questions? Contact our Customer Care Professionals:

Email: Services@NationalNotary.org | Website: www.NationalNotary.org/ID/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. citizen or ID permanent resident; nonresident employed in ID
- Able to read and write English
- Never removed from office for misconduct or convicted of serious crime in the last 10 years

Step 2

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

Step 3

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

Step 4

I have received my notary bond via email to submit with my application.

Step 5

I completed my commission application online: <https://sosbiz.idaho.gov/auth?from=/forms/new/384>

Step 6

I have received my commission certificate from the state, approximately 5-7 business days after submitting my application.

Step 7

In order to receive my stamp, I have emailed a copy of my commission certificate to Releasing@NationalNotary.org or faxed a copy to 1-800-833-1211.

Step 8

Once my documents have been received, my stamp will be shipped within 3 business days.