



## Questions? Contact our Customer Care Professionals:

Email: [Services@NationalNotary.org](mailto:Services@NationalNotary.org) | Website: [www.NationalNotary.org/FL/Renew](http://www.NationalNotary.org/FL/Renew)

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

### Step 1

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

- **18 years or older**
- **Reside in FL**
- **Had civil rights restored if ever convicted of a felony**

### Step 2

I ordered my state-required bond and other Notary supplies at <http://www.NationalNotary.org/FL/Renew> or I called 1-800-876-6827.

### Step 3

I have downloaded and completed my Florida state application and bond form (found at [www.nationalnotary.org/file%20library/nna/applications/florida\\_state\\_application\\_e.pdf](http://www.nationalnotary.org/file%20library/nna/applications/florida_state_application_e.pdf)). I have filled in all of the required information and signed the application. The affidavit was filled out by a non-family member who has known me for at least one year.

### Step 4

I sent my application and bond form to:

**National Notary Association  
9350 De Soto Ave.  
Chatsworth, CA 91311-4926**

The NNA will carefully review my application for accuracy and completeness. I realize that any corrections that need to be made to the application or bond form may delay the processing.

### Step 5

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

### Step 6

I will continue to use my current stamp until it expires.

### Step 7

Upon approval of my renewal from the state, the NNA has sent my commission certificate to me. Once my documents have been received, my stamp will be shipped within 3 business days.