

## Questions? Contact our Customer Care Professionals:

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

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, or legally emancipated
- NH resident
- Read, write and understand English
- Am endorsed by two NH Notaries and one registered voter
- Certain convictions may be disqualifying

### Step 2

I purchased my state-required Notary seal and supplies at [www.NationalNotary.org/NH/Renew](http://www.NationalNotary.org/NH/Renew) 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 completed my [commission renewal application](#), which was sent to me by the state 12 weeks prior to my commission expiration date, and notarized "Criminal Record Release Authorization" form and sent both to:

**Secretary of State  
State House, Room 204  
107 North Main Street  
Concord, NH 03301**

### Step 5

I have received my commission, oath of office, and Notary Public Manual from the state.

### Step 6

I have gotten my oath of office and commission notarized by two Notaries or two Justices of the Peace, or one of each.

### Step 7

I have sent my oath of office to the Secretary of State.

### Step 8

I have received my Commission Certificate for Notary Public from the state.

### Step 9

I have emailed a copy of my commission certificate to the [Releasing@NationalNotary.org](mailto:Releasing@NationalNotary.org), or faxed to 1-800-833-1211. Once my documents have been received, my stamp will be shipped within 3 business days.

### Step 10

I have received my seal stamp