Oklahoma Notary Commission Process

Step-by-Step Instructions to Renew My Notary Commission

❑ **Step 1**

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

- **18 years or older**
- **Citizen or permanent legal resident of the United States**
- **Resident of Oklahoma or a nonresident employed in the state**
- **Ability to read and write in English**
- **Have not been convicted of a felony**

❑ **Step 2**

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

Note: A new law effective January 1, 2026, increased the state-required bond amount from $1,000 to $10,000.

❑ **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 my application online and paid my application fee to the Secretary of State.

❑ **Step 5**

Upon approval of my application, the state will send me a copy of my commission certificate, a Notary Guide, and a blank surety bond form.

❑ **Step 6**

I have received my commission certificate from the state. I have scanned and emailed a copy of my commission certificate to Releasing@NationalNotary.org or faxed it to 1-818-332-4019 to have my Notary seal made.

❑ **Step 7**

Upon receipt of my documents, my stamp will be shipped, and my bond will be emailed to me within 3-5 business days.

❑ **Step 8**

I have taken my bond form and stamp to a current Oklahoma Notary. They have administered my loyalty oath and my oath of office.

❑ **Step 9**

My surety bond, oath of office, loyalty oath, official signature, impression of my notary seal has been filed with the Secretary of State within 60 days of when my commission was issued.

Secretary of State
421 N.W. 13th St., Suite 210,
Oklahoma City, OK 73103-3701

NOTE: Any Oklahoma Notary package you purchase from the NNA will include your state required items: Notary bond and seal. It's the best and most convenient way to make sure you have everything you need to renew as an Oklahoma Notary.

Questions? Contact our Customer Care Professionals
Email: Services@NationalNotary.org
Website: www.NationalNotary.org/OK/Renew
Phone: 1-800-876-6827 (M-F, 6:00 a.m.–5:00 p.m. PT)