How to Reconcile Name Variations

A special webinar presentation by the NATIONAL NOTARY ASSOCIATION
Common Situations

Signer has legally changed name as reflected on the document but has not yet changed ID card.

Signer is named on ID with hyphenated name but the document only contains part of that name.

Signer is named on the ID as ‘Junior’ or ‘II’... but the document lacks that indication.
Topics We Will Address Today

- The importance of reconciling name variations
- Three possible ways to reconcile name variations
Notary’s Role

Verify that the signer is who he or she claims to be
ID Variations

- Marriage or divorce
- Nicknames
- Multiple last names and hyphenations
We will not address signatures. A handwritten signature is the representation of the person’s intent to be bound by whatever he or she is signing.
Three Ways to Reconcile

1. Determine if name difference is acceptable
2. Have signer provide additional identification
3. Have the signer sign with “AKA”
“Less but Not More”

- The Notary’s personal knowledge of the signer
- The oath or affirmation of a credible witness
- Identification documents
## “Less but not More”

<table>
<thead>
<tr>
<th>Name on Document</th>
<th>Name used for ID</th>
<th>Is it acceptable?</th>
</tr>
</thead>
<tbody>
<tr>
<td>T. Randall Jones</td>
<td>Thomas Randall Jones</td>
<td>Acceptable</td>
</tr>
<tr>
<td>Patti Carson</td>
<td>Patricia J. Carson</td>
<td>Acceptable</td>
</tr>
<tr>
<td>Shelly Owens</td>
<td>Michelle Owens</td>
<td>Not acceptable</td>
</tr>
<tr>
<td>Mi Sug Park</td>
<td>Misug Kim Park</td>
<td>Not acceptable</td>
</tr>
<tr>
<td>Mike Turner</td>
<td>John Michael Turner</td>
<td>Not acceptable</td>
</tr>
<tr>
<td>John Alan Smith</td>
<td>John A. Smith, Jr.</td>
<td>Not acceptable</td>
</tr>
<tr>
<td>Suzanne Kelly</td>
<td>Susan Kelly</td>
<td>Not acceptable</td>
</tr>
</tbody>
</table>
Alternative or Additional ID Options

Another form of acceptable ID that complies with law

If no other acceptable ID is available, use a credible witness as described by your state laws
AKA/PKA/FKA

- Signer signs both names and
- Links the two names with AKA (“also known as”)
- Notary notarizes only name that appears on ID
- Notary indicates that name on the certificate
AKA/PKA/FKA

Beverly C. Person, *also known as* Beverly C. Eisman

John Alan Smith *AKA* John A. Smith, Jr.

Maria Garcia Lopez, *who took title to property in the name of* Maria Garcia
Conclusion
Being an NNA Member has its benefits:

- 24 Hour Online Help at NationalNotary.org
- Educational resources
- Regular Updates with NNA Publications
- Toll Free Hotline Support
- Member Privileges and Partner Discounts
- Up to 20% Discount on Notary Supplies
Q & A

For further information, contact:

hotline@nationalnotary.org

888-876-0827

Hotline Counselors are available to assist you
Monday – Friday 5am – 7pm and
Saturdays 5am – 5pm (PST)

Webinar Archives at:

http://www.nationalnotary.org/webinar-archives/index.html
Connect with the NNA and other Notaries through our social media channels!

Stay updated on the latest NNA events, news and best practices.

facebook.com/nationalnotary
twitter.com/nationalnotary
linkedin.com/company/national-notary-association