

Please
Do Not
Staple



**Notary Public
Change of Status
Form NC**

KANSAS SECRETARY OF STATE
Memorial Hall, 1st Floor (785) 296-4564
120 S.W. 10th Avenue Fax: (785) 296-4570
Topeka, KS 66612-1594 notary@ks.gov

A. Notary Information

Name (Print name under which your appointment is currently listed)

Commission number (Number listed on the appointment certificate)

B. Corrected Information

Instructions: Complete the fields that need to be changed. Fields left blank are presumed unchanged. Sign and date at the bottom of the form. If the notary is registering to provide in-person electronic notarizations (IPEN), or if the notary is registering to provide remote online notarizations (RON), complete Question 9 and include the appropriate fee with this form. No fee is required for any other changes to a notary commission.

1. Stamp change
(If requesting a name change, complete fields 1 & 2. List all stamps the notary is using to notarize documents.)

Tangible stamp(s)	Electronic stamp(s) - only if providing IPEN or RON
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2. Name change
(Must match identically to the name on the stamp, including punctuation.)

3. Mailing address
(Must be a mailing address that is located either in Kansas or a bordering state where the notary receives mail.)

Mailing Address		
City	State	Zip

4. Miscellaneous

Check if you are changing your bond.

Check if you are adding a rider to a bond.

Check if you are terminating your notary commission.

Location of notary journal: _____

Check if you need a new notary commission certificate.

Check if you are adding or changing a notary technology provider for an IPEN/RON registration.

5. Lost or stolen stamp or journal

<input type="checkbox"/> Stamp	<input type="checkbox"/> Journal	Date lost or stolen, or last known date in notary's possession:
<input type="checkbox"/> Lost	<input type="checkbox"/> Stolen	

6. Phone number

Primary	Secondary (optional)
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7. Email (optional)

C. Registration to provide in-person electronic notarizations (IPEN) and/or remote online notarizations (RON).

Complete the appropriate sections below to register as an IPEN or RON.

8. Select one of the following options:

- Adding IPEN (\$20)
 Adding RON (\$20)
 Adding IPEN + RON (\$40)

■ I will be performing IPEN.*

NOTE: The technology the notary intends to use to perform IPEN must comply with state law and regulation. To determine if the choice of technology is compliant, please review the technology standards, which are available [here](#).

Name of technology(ies) the notary intends to use to perform IPEN Name of notary technology provider(s) Website(s)

■ I will be performing RON.*

NOTE: The technology the notary intends to use to perform RON must comply with state law and regulation. To determine if the choice of technology is compliant, please review the technology standards, which are available [here](#).

Name of technology(ies) the notary intends to use to perform RON Name of notary technology provider(s) Website(s)

I declare under penalty of perjury pursuant to the laws of the state of Kansas that the foregoing is true and correct.

Signature of Notary

Month	Day	Year

Print Notary Name

***If a notary is registering to perform IPEN or RON, the notary must include the certificate generated upon passage of the examination along with this form. Notary training and examination are available at sos.ks.gov/business/notary.html.**