

PENNSYLVANIA NOTARY ORDER FORM



HUCKLEBERRY NOTARY BONDING INC

HOME OFFICE
 P.O. BOX 940489 • MAITLAND, FL 32794-0489
 PH. 800.422.1555 • FAX 800.224.6368
 EMAIL: info@notaries.com
 WEBSITE: http://www.notaries.com

PRODUCT DESCRIPTION

NOTARY PACKAGE INCLUDES:

- Secretary of State Filing Fee \$40
- Four-Year Notary Bond (\$10,000 Coverage) ... \$55
- Self-Inking Notary Seal (In Seven Color Choices) \$31.99

ONLY \$126.99

Every Pennsylvania notary **must** use a record-keeping journal to keep an organized record of all notarizations.

The Journal is **required** in the State of Pennsylvania.



SELECT "B" BELOW TO ADD A JOURNAL.

NOTARY EDUCATION IS REQUIRED FOR NOTARIES IN THE STATE OF PENNSYLVANIA. TAKE THE COURSE ONLINE AT WWW.NOTARIES.COM

ADDITIONAL NOTARY SUPPLIES

- | | QTY |
|---|-------------|
| <input type="checkbox"/> I'll take the class online | \$49 _____ |
| A. <input type="checkbox"/> Errors & Omissions Insurance (Recommended) \$100,000 Coverage | \$180 _____ |
| A. <input type="checkbox"/> Errors & Omissions Insurance \$50,000 Coverage | \$120 _____ |
| A. <input type="checkbox"/> Errors & Omissions Insurance \$25,000 Coverage | \$80 _____ |
| • E & O insurance is not required but it provides protection for the notary.
• We highly recommend E&O Insurance for your protection.
Without E&O insurance, you are personally liable for any claims made against you while performing your duties as the notary. | |
| B. <input type="checkbox"/> Record Keeping Journal | \$15 _____ |
| C. <input type="checkbox"/> Portable Handheld Embosser Seal (Choose Color) | \$35 _____ |
| <input type="radio"/> Black <input type="radio"/> Pink <input type="radio"/> Red <input type="radio"/> Blue | |
| D. <input type="checkbox"/> Elegant Desktop Embosser Seal | |
| <input type="radio"/> Gold Finish \$60 _____
<input type="radio"/> Chrome Finish \$60 _____
<input type="radio"/> Ebony Black Finish \$60 _____ | |
| E. <input type="checkbox"/> Additional Self-Inking Notary Seal | \$32 _____ |
| F. <input type="checkbox"/> Round Self-Inking Notary Seal | \$46 _____ |
| G. <input type="checkbox"/> Notary Wall Sign | \$6 _____ |
| H. <input type="checkbox"/> Inkless, Pocket-Sized Finger Printer | \$15 _____ |
| I. <input type="checkbox"/> Notary I.D. Wallet Card | \$6 _____ |
| J. <input type="checkbox"/> Simple portable one-click stamp - lets you stamp quickly and easily | \$22 _____ |
| K. <input type="checkbox"/> Seal Lock Box - protect your notary seal with the notary lock box | \$25 _____ |



SUBTOTAL FOR ADDITIONAL NOTARY SUPPLIES

BASIC NOTARY PACKAGE **+\$126.99**

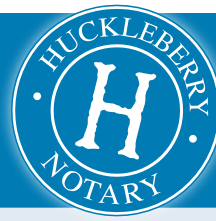
SHIPPING & HANDLING **+\$12.00**

ADD ALL ITEMS AND TOTAL

Prices subject to change without notice.
 See www.notaries.com terms and conditions for details.

<input type="checkbox"/> CHECK/MONEY ORDER	<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> AMERICAN EXPRESS
CARD NUMBER	EXPIRATION DATE			
NAME ON CARD _____				
CREDIT CARD BILLING ADDRESS _____ CITY _____ ST _____ ZIP _____				
SIGNATURE OF CARDHOLDER _____				
DAYTIME PHONE NUMBER (____) _____ - _____ EMAIL ADDRESS _____				

Self Inking Notary Seal Color Selection Form



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Now you can select from eight color choices for your self-inking Notary Seal. The color choice is for the seal casing only and not the ink, which will be black.

Our Notary seal produces clear, crisp impressions every time and fits perfectly in your hand. And they come guaranteed through your entire notary term.

Check the box by the color of your choice. If you do not choose a color, then you will receive a grey Notary seal. This is for the seal that is included with your notary package. Colors are no additional charge.



Grey

Blue

Red

Yellow

Green

Orange

Pink

Lilac

Why not choose several colors? One for work, one for home and one for your car. Additional Notary seals are **only \$21.99 each**. Just select the color and quantity you want in addition to the one you've selected above. Then total your additional seal order and add it to the total on the order form that accompanies your application. It's that easy!

- I do not want to order any additional Notary seals. Please ship me the color I have chosen above.
- I would like to order additional Notary seals. In addition to my selection above, I have selected the following:

ADDITIONAL NOTARY SEAL ORDER FORM

COLOR	PRICE	QTY	SUBTOTAL
<input type="checkbox"/> Grey.....	\$21.99	_____	_____
<input type="checkbox"/> Blue.....	\$21.99	_____	_____
<input type="checkbox"/> Red.....	\$21.99	_____	_____
<input type="checkbox"/> Yellow.....	\$21.99	_____	_____
<input type="checkbox"/> Green.....	\$21.99	_____	_____
<input type="checkbox"/> Orange.....	\$21.99	_____	_____
<input type="checkbox"/> Pink.....	\$21.99	_____	_____
<input type="checkbox"/> Lilac.....	\$21.99	_____	_____

Total to be added to the Notary application package Order Form accompanying my application.

\$



Complete, Print and Sign the Application

- This application must be typewritten or printed legibly and all questions answered completely.
- **PART I** - Your printed name and signature must match. Your commission will be issued in this name. Use of nickname is not permitted.
- **PART II** - If any questions are answered Yes, please include paperwork explaining the “Yes” answers and attach it to the application when mailing to us.
- **Sign your name** on the application as it appears in PART I.

We will obtain the signature of your State Senator

- **For new appointments only** - complete a our state approved three-hour public education course. **You can take our course online at <http://www.notaries.com>.** Once you complete the course, you must print out the certificate, sign it and send it with your application to the address below.
- **For current reappointments only** - under a recent Supreme Court ruling, effective immediately, any applicant for reappointment who was appointed on July 1, 2003 or before and whose notary commission was in effect, is exempt from having to take the notary education course.

Select additional Notary supplies from our Order Form

- **Notaries should use a journal as recommended by the State** — select item **B** from the order form.
- **E&O Insurance is highly recommended** as it protects you the notary. Notary Bonds protect the public, not you the Notary.
- Huckleberry Notary Bonding offers **state approved education** through our website at <http://www.notaries.com>.

Send your payment information to us with the application

- Mail the complete application and order form to us with payment. We accept check/money orders or credit cards.
- Please note we must have the **original application** and not a copy.
- **Remember to take the online notary education course at www.notaries.com.** After you have completed the course, fax your certificate of completion to us toll free at **1-800-224-6368** so we can complete your application process.
- When you receive your bond/oath of office form and notice to appointee letter from the state, please mail it to us at the address below.
- We will complete the bond and mail it back to you with the supplies you have purchased.
- Mail payment & application to: **Huckleberry Notary Bonding, Inc**, PO Box 940489, Maitland, FL 32794-0489

We are here for you. Any questions or comments, please call us at 1-800-422-1555.

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PRINT OR TYPE CLEARLY. FILL OUT APPLICATION COMPLETELY. Do not leave any blanks.
 Use "none" or "N/A" if applicable. **An incomplete application will delay your appointment.**

CHECK ONE: **New Appointment**
 Reappointment (have been a notary in Pennsylvania before)

Complete the following if you have ever been a notary in Pennsylvania before:	
Notary commission expiration date	Full name on previous commission
Notary commission ID number	Other name used on previous commission

For Official Use Only

PART I: Applicant Information (NOTE: Employer/Business contact information will be public record)			
First Name	Middle Name or Initial (if used)	Last Name	Suffix (if applicable)
Date of Birth (mm/dd/yyyy)	Social Security Number (xxx-xx-xxxx)	Email Address (Optional)	
Name of Employer/Business where Notary Commission will be used (Do not leave blank. If not applicable, please indicate.)			
Employer/Business Street Address (P.O. Box alone is insufficient)		City	State
Employer/Business Telephone (include area code)		Municipality (city/borough/township)	County
Home Street Address (P.O. Box alone is insufficient)		City	State
Home Telephone (include area code)		Municipality (city/borough/township)	County
Home Telephone (include area code)		Municipality (city/borough/township)	County

Part II: Education, Criminal History, Other Notary Commission History (Check or mark appropriate boxes)	YES (?)	NO	(?)
I am a notary applicant for initial appointment or reappointment and I have completed a pre-approved three-hour notary public education course within the six-month period immediately preceding this application (unless permanently exempted). Attach a copy of your course completion certificate and retain your original. Lack of proof of education will result in application rejection.			
Have you ever been convicted of or entered a plea of guilty or nolo contendere to a felony or lesser offense preceding the date of this application? If yes, attach full details (name of court, plea or conviction, sentence and length of probation) and appropriate supporting documents with a signed and dated personal explanation.			
Have you ever resigned a notary commission or had a notary commission suspended, revoked or otherwise disciplined by the Commonwealth or any other state/jurisdiction preceding the date of this application? If yes, attach full details and appropriate supporting documents with a signed and dated personal explanation.			
Have you ever had any other professional or occupational license suspended, revoked or otherwise disciplined? If yes, attach full details and appropriate supporting documents with a signed and dated personal explanation.			

Note that disclosing your social security number on this application is mandatory for the Department of State to comply with the requirements of the federal Social Security Act pertaining to child support enforcement, as implemented in the Commonwealth of Pennsylvania at 23 Pa. C.S. § 4304.1(a). To enforce domestic child support orders, the Commonwealth's licensing boards must provide to the Department of Public Welfare (DPW) information prescribed by DPW about the licensee, including the social security number.

APPLICANT AFFIDAVIT: I am of good moral character and am familiar with the duties and responsibilities of a notary public. I shall furnish additional evidence of these statements, if requested, which shall be satisfactory to the Secretary of the Commonwealth. To the best of my knowledge and belief, this application contains no misrepresentations or falsifications, omission or concealments of material fact and the information given by me is true and complete. I understand that any false statement made is subject to the penalties of 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities) and may result in the suspension, revocation, or denial of my notary commission.

Applicant Signature (must match name in Part I) _____
Date

PART III: To be completed by Pennsylvania Senator before application is submitted. It is the applicant's responsibility to obtain the signature of the Senator.		
I HEREBY ENDORSE THE APPLICATION OF THIS APPLICANT WHO IS A RESIDENT OF MY SENATORIAL DISTRICT OR, IF NOT A PENNSYLVANIA RESIDENT, WHO IS EMPLOYED IN MY SENATORIAL DISTRICT. (All information below must be completed by the Senator.)		
_____ Signature of Senator	_____ District	_____ Date