County Seal							



MICHIGAN DEPARTMENT OF STATE OFFICE OF THE GREAT SEAL

For County Use Only						
County name						
Date of oath						
and bond						
Oath	Attorney (oath only)					
administered						
by, and bond						
filed with:	(Clerk's initials)					

APPLICATION FOR MICHIGAN NOTARY PUBLIC COMMISSION

(Please print legible or type; ALL fields must be completed or application will be returned) 1. Full Name (first/middle/last): (must match your State driver's license or ID card) 2. Please indicate any previous and/or alias names: If none, please check box \square N/A 3. Driver's license or personal identification card number: Issuing state: City: State: Zip: 4. Residence address: (Must match license or ID file - include PO boxes, lot and Apt numbers) 5. Date of birth: 6. E-mail address: If none, please check box N/A 7. Business Street address: City: State: Zip: If none, please check box N/A 8. If you are a licensed attorney in Michigan, enter your State Bar number: P-If you are not a licensed attorney please check box N/A Non-Michigan resident - County of employment: 9. Michigan resident – County of residence: 10. Residence Telephone numbers: Business Telephone number: If none, please check box N/A If none, please check box N/A 11. Please describe date and circumstance of any felony or misdemeanor convictions during the previous ten years in this or any other State. Attach additional pages if necessary. If none, please check box N/A 12. Do you currently hold or have ever held a notary public commission in this or any other state: Yes or No or Unknown or Unknown 13. Have you ever had a notary public appointment in this or any other state: revoked, suspended, cancelled, Does not apply to me. If yes, please explain. Attach additional pages if necessary. I hereby certify that I am 18 years of age or older; a resident of Michigan or maintain a principal place of business in Michigan; am a U.S. citizen or possess proof of legal presence; am able to read and write in the English language; am not currently incarcerated in a correctional facility or have served time during the immediate past ten years for a felony or misdemeanor offense in any state. I solemnly affirm, under the penalty of perjury, that the information provided in this application is true, complete, and correct; that I have carefully read the notary laws of Michigan; and that, if appointed and commissioned as a notary public, I will perform faithfully, to the best of my ability, all notarial acts in accordance with the law. I understand that all information contained on this application is subject to disclosure under the Freedom of Information Act, 1976 PA 442, MCL 15.231, et seq. I am enclosing a check or money order in the amount of \$10.00, payable to the State of Michigan, which I understand is a nonrefundable application processing fee. **COMMISSIONED** NAME: **Print** or type your name, as it will appear on all documents you notarize. **SIGNATURE:** Sign your name, as it will appear on all documents you notarize. Your signature must match your commissioned name printed above.



PO Box 940489 Maitland, Florida 32794-0489

: notaryhelp@notaries.com

: www.notaries.com

TRAVELERS

Since 1964

MICHIGAN NEW AND RENEWING NOTARY ORDER FORM

REQUIRED ITEMS DESCRIPTION (Meets/exceeds all requirements of Michigan Notary Law)	PRICE	SUBTOTAL
Notary Package: Includes Six Year State Required \$10,000 Notary Bond, Customized Self-Inking Stamp (12 colors to choose from) and a Notary Certificate. Circle Stamp Color Choice: ■ Black ■ Pink ■ Blue ■ Red □ White ■ Green ■ Mango ■ Lilac ■ Gray ■ Neon Pink ■ Neon Orange ■ Neon Green (If you do not choose a color for your stamp, you will receive gray)	\$65	\$65
Recommended Errors & Omissions Insurance Upgrade - Choose One		+
\$10,000 Coverage	\$25.00	
\$15,000 Coverage	\$40.00	
\$20,000 Coverage	\$55.00	
\$25,000 Coverage	\$70.00	
\$30,000 Coverage	\$85.00	
\$50,000 Coverage	\$110.00	
\$100,000 Coverage	\$170.00	
ADDITIONAL NOTARY TOOLS		+
Customized Notary Embosser Seal (4 colors to choose from) Black Pink Blue Red Circle Seal Color Choice (If you do not choose a color, you will receive black) Black, Pink, Blue, & Red embossers match black, pink, blue and red customized self-inking notary stamps for a uniformed look.	\$35.00	
Record Keeping Journal for Notaries	\$15.00	\$15.00
Inkless Pocket-Sized Finger Printer to Compliment Journal	\$10.00	
Display Sign	\$6.00	
		+
Shipping & Handling	\$11.95	\$11.95
All Customized Self-Inking Notary Stamps come with state required black ink. The choice of color is for the stamp casing only and not ink.	Amount Enclosed	

Thank you for your interest in becoming a notary public. Our company has made the process simple. Because we are approved by the State and the Department of Insurance to file your application, we can promise fast turnaround and excellent customer service. Plus, your customized self-inking notary stamp is made in our own in-house stamp and seal division, ensuring a high quality product and timely delivery.

Should you require additional information, please call on us.

Sincerely,

Derrick Huckleberry

- 1. Follow instructions on reverse side.
- 2. You must attach a copy of your driver's license to the application. Failure to do so will result in a delay.
- 3. Total your order form and scan it along with your application to info@notaries.com or fax to 800-224-6368.

Or mail them to:

Huckleberry Notary Bonding, Inc. Home Office Notary Processing P O Box 940489 Maitland, FL 32794-0489

4. **IMPORTANT:** Once you receive your signature card, you must fax or scan and email it to us so that we can manufacture your custom notary stamp. Our fax is 800-224-6368 and our email is info@notaries.com

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	Black	Pink	Blue	Red	White	Green	Mango	Lilac	Gray	Neon Pink	Neon Orange	Neon Green
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PRODUCT DESCRIPTIONS



CUSTOMIZED NOTARY EMBOSSER SEAL \$35

Our hand-held embosser seal creates a beautiful raised impression every time. This optional seal puts the finishing touch on your notarizations and is widely recognized when used on documents going to other states or international countries. Available in your choice of colors: black, pink, blue or red. Match it up with a gray, pink, red or blue customized self-inking notary stamp!



RECORD KEEPING JOURNAL FOR NOTARIES \$15

Notaries in Texas are required to keep a record of all notarizations. Our Journal helps you keep a record of your notarial acts and even includes a space for finger prints. Pair it up with our Inkless Finger Printer!



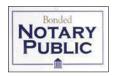
INKLESS FINGER PRINTER \$10

Easy to use and no mess when used in conjunction with our Record Keeping Journal for Notaries. It's a great fraud deterrent.



ROUND SELF-INKING NOTARY STAMP \$46

Our round self-inking notary stamp replaces or can be used in addition to our rectangular notary stamp. Creates crisp/clear impressions every time.



NOTARY PUBLIC DISPLAY SIGN \$6

Our display sign lets others know you're a Notary.



CUSTOMIZED SELF-INKING NOTARY STAMP \$32

Nine color choices to choose from and customized with your name, commission number and expiration date. It's the "gold" standard among notary stamps. Order an extra one to keep in your car, home or office.



NOTARY LIABILITY INSURANCE (NOTARY ERRORS AND OMISSIONS)

Notary Errors & Omissions Insurance is a critical component of any notary's portfolio. It protects you, the notary, against any potentially devastating financial costs of lawsuits that could result from an error you make while acting in your official capacity as a notary. While not required, it's necessary in today's litigious climate and is available at affordable rates that coincide with your notary term. Here are several E&O facts:

- It safeguards you against costly time-consuming lawsuits. Even if the suit is frivolous, you could be faced with a large legal bill for defending yourself. <u>Our policy covers legal fees.</u>
- Your notary bond required by the state doesn't protect you. This is a common misconception.
 It merely protects those you notarize for. If a claim is filed against your bond, you have to reimburse
 the insurance company for any payments they make on your behalf. Unless have Notary
 Errors & Omissions Insurance. It provides primary protection and pays the claim first.
- Employer policies do not protect you No matter what you are told, you are individually responsible for your own actions as a notary, even if you notarize only for work related purposes.
- Errors and Omissions coverage includes forgetting to affix your notary stamp to the document, not properly identifying the person signing the document, and other simple and common mistakes.

Errors & Omissions Insurance provides you with peace of mind, protecting you against any claim for an act or omission and personal liability while acting in the capacity of Notary Public. It also provides coverage for all defense costs and pays from the first cent. Furthermore, you'll have no repayment of claims back to the insurance company. No deductible, coverage on and off the job and affordable protection. Don't notarize without it.



Application Instructions

Complete the Application

 Please make sure that your commission name and signature at the bottom of the application match.

Select additional Notary supplies from our Order Form

- · Notaries must use a journal as required by the State.
- E&O Insurance is highly recommended as it protects you the notary. Notary Bonds protect the public, not you the Notary Public.

Michigan Notary Public Procedure

- We will proof your application to make sure it is complete.
- Then we will issue your bond and return it to you with your application.
- You must take the application and bond to your county clerk's office in order to "take your Oath."
- You will need to be prepared to pay a filing fee to the county clerk when you take your Oath.
- Once you take your oath, mail your completed application to the Office of the Great Seal with payment of \$10 made payable to: State of Michigan, Office of the Great Seal, Lansing, MI 48918.
- The state will send your notary commission to you in approximately 2 weeks.
- When you receive your blue notary commission card, please scan it to info@notaries.com so we can manufacture your official notary stamp and ship it to you along with any other notary supplies that you ordered.
- If you cannot scan it to us, fax it to (800)224-6368.
- If you have any questions about completing the form, call us toll free at 1-800-422-1555. We are happy to help.
- Once you have sent your application to the State of Michigan, you may call them at (517) 373-2531 to check on the status.

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