



Since 1964

TRAVELERS 

225 East Robinson St
Suite 570
Orlando FL, 32801

 : (800) 422-1555
 : info@notaries.com
 : www.notaries.com

Save \$4 shipping/handling when you apply online!

FLORIDA ORDER FORM

REQUIRED ITEMS DESCRIPTION	PRICE	SUBTOTAL
OUR PRODUCTS (Meets/exceeds all requirements of Florida Notary Law)		
Notary Package: Includes Four Year State Required \$7,500 Notary Bond \$40* and State Filing Fee + Customized Self-Inking Stamp* and a Certificate Suitable for Framing. <i>(If you do not choose a color for your stamp, you will receive black)</i> <i>All stamps come with state required black ink.</i>	\$109	\$109
Online Notary Education Course Required for New Notary Applicant	\$23.00	
Recommended Errors & Omissions Insurance Upgrade - Choose One		+
\$10,000 Coverage	\$40.00	
\$15,000 Coverage	\$50.00	
\$20,000 Coverage	\$60.00	
\$25,000 Coverage	\$70.00	
\$30,000 Coverage	\$80.00	
\$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	\$35.00	
Circle Seal Color Choice (If you do not choose a color you will receive black) Black, Pink, Blue, & Red embossers match gray, pink, blue and red customized self-inking notary stamps for a uniformed look.		
Record Keeping Journal for Notaries	\$15.00	
Inkless Pocket-Sized Finger Printer to Compliment Journal	\$10.00	
Florida Notary Guide & Handbook	\$15.00	
Display Sign	\$6.00	
Marriage Kit (Customized Notary Embosser Seal not Included)	\$35.00	
Sales Tax	\$7.09	\$7.09
Shipping & Handling	\$16.95	\$16.95
<i>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.</i>	Amount Enclosed	

Notary education is required for first time applicants and highly recommended as a refresher course for renewing Notaries. Huckleberry Notary Bonding's online Notary course is state approved for satisfying the requirement for new notary applicants which must print, sign and return the course completion certificate in order to be commissioned. You may fax it to us at 800-224-6368. If your order cannot be completed within 9 months of submitting your information to Huckleberry Notary Bonding, Inc., and its subsidiaries, due to lack of information needed to complete your notary appointment/certification, we are no longer obligated to complete your order and payment becomes non-refundable.

Thank you for your interest in becoming a notary public. Our company has made the process simple. Because we are officially approved by the Florida Department of State and Florida Department of Financial Services to file your application electronically, 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. All forms should be printed legibly. We have highlighted the areas in blue that must be completed.
2. On the Affidavit of Character, have someone (called an affiant or witness) who has known you for a year or more and unrelated to you, complete the green highlighted areas and sign at the "✓."
3. On the Oath of Office, Sign at the "X" as you'd like your name to appear on your commission certificate and customized notary stamp.
4. Print your name and sign where indicated at the two "Xs" on the Bond of Notary Public.
5. Total your Order Form and mail it along with your application/bond and payment to:

Huckleberry Notary Bonding, Inc.
225 E Robinson St. Suite 570
Orlando, FL 32801



☐ CHECK/MONEY ORDER ☐  ☐  ☐  ☐ 

CARD NUMBER:

EXPIRATION DATE:

SECURITY CODE:

NAME ON CARD: _____ SIGNATURE OF CARDHOLDER: _____

DAYTIME PHONE NUMBER: () - - EMAIL ADDRESS: _____

Instructions

Your notary process begins only after we receive all required documents that we emailed to you. **New notaries** must include their **notary education certificate**. Please review your application carefully. If a correction needs to be made, please line through it and neatly correct it in blue ink. There can be no “white out” anywhere on the application or bond.

Important Guidelines:

- **Name Requirement:** Your full name must be on the application. On the Oath of Office, you can use an initial for your first or middle name but not both (e.g., John R. Doe is acceptable, but J.R. Doe is not).
- **Signature:** Your signature must match exactly across all documents—application, bond, and education certificate.
- **Affidavit of Character:** A non-family member who knows you must sign this section. Co-workers are commonly used.
- **Bond Signature:** You must sign the **State of Florida Bond of Notary Public** on the "Signature of Applicant" line.

Submission Instructions:

- **Original, single-sided forms** are required—no double-sided printing.
- If employed, include your business name and address if not pre-filled.
- **Mail all required documents** with original wet ink signatures:
 1. **Page 1** – Notary Public Commission Application (*Affidavit of Character must be signed by a non-family member*).
 2. **Page 2** – Oath of Office (*Sign **and** print your name*).
 3. **Page 3** – State of Florida Bond of Notary Public (*Sign the bond*).
 4. New Notaries must include their **3-Hour Education Certificate**.

Mail to:

Notaries.com
225 E. Robinson St, Ste 570
Orlando, FL 32801

Please do not email your forms to us or digitally sign as the state requires the original application, oath and bond with wet ink signatures.

New Notaries: Please do not send your application without the **notary education certificate**.

Once we receive your signed application, oath, bond and education certificate in the mail, you can expect to receive your notary commission, self-inking stamp and any other supplies within four weeks based on current state processing time.

Remote Online Notaries (RON): If you are a new or renewing notary who has purchased our RON package, please do not mail those instructions and RON application to us. They must go to the Tallahassee address listed on the RON instructions **after** your traditional notary is approved.

For inquiries regarding your notary order, feel free to reach us at 800.422.1555. We're happy to assist you with anything related to our services!



NOTARY PUBLIC COMMISSION APPLICATION

Florida Department of State

Notary Commissions and Certifications Section



Mail to:

Huckleberry Notary Bonding, Inc.
225 E. Robinson Street Suite 570
Orlando, FL 32801

PERSONAL INFORMATION

Full Name: _____
(Last) (First) (Middle)

Home Address: _____
(Street) (City) (State) (County) (Zip)

Place of Employment: _____ ☐ Unemployed ☐ Retired

Business Address: _____
(Street) (City) (State) (County) (Zip)

Mail to: ☐ Home ☐ Business ☐ Other Address: _____
(Street/P.O. Box) (City) (State) (Zip)

E-mail Address: _____
(or write "NONE")

Home Phone: _____
(or write "NONE")

Business Phone: _____
(or write "NONE")

Extension: _____

Florida Driver License (or other State of Florida Issued ID): _____ Date of Birth: _____
(Month/Day/Year)

Social Security Number _____

The disclosure of a Florida notary public applicant's social security number is expressly required by Fla. Stat. §117.01(2) and is imperative for processing notary public commission applications. Please be advised that social security numbers are only used for processing the notary public commission application and are exempt from disclosure pursuant to Fla. Stat. §119.071(5)(a)5.

1. Are you a legal resident of Florida? ☐ Yes ☐ No (If No, you are not eligible to apply for a Florida notary public commission. Legal residency must be maintained throughout the appointment.)
2. Are you a United States citizen? ☐ Yes ☐ No (If No, you must submit a recorded Declaration of Domicile. Obtain this document from your county courthouse.)
3. Are you a wartime veteran with a disability rating of 50 percent or more? ☐ Yes ☐ No (If yes, you must submit a written request for the fee reduction and provide proof of exemption.)
4. Are you now or have you ever been commissioned a Notary Public in the State of Florida? ☐ Yes ☐ No (If No, you, must complete a 3 hour Notary education course at www.notaries.com and submit a signed certificate of completion. Fla. Stat. §668.50 (11)(b).)

If Yes: _____
(Commission expiration date) (Commission number) (Name for which your commission was issued)

5. Have you held any professional licenses or commissions (other than Notary Public) in Florida during the past 10 years? ☐ Yes ☐ No
If Yes, please list: _____
Have any been revoked? ☐ Yes ☐ No (If Yes, you must submit a written statement about the nature of the action and a copy of the final order from the regulating agency.)
6. Have you been disciplined by a regulatory agency, including the Florida Bar, and including disciplinary action that is confidential? ☐ Yes ☐ No (If Yes, you must submit a written statement about the nature of the action and any supporting documentation, such as a copy of the final order from the regulating agency.)
7. Have you been convicted of a felony or have you had an adjudication of guilt withheld for a felony offense? ☐ Yes ☐ No (If Yes, you must submit a written statement of the nature of the offense(s), a copy of the court judgment and sentencing order. If convicted, you must submit a certificate of Restoration of Civil Rights.)
8. Are you currently on probation? ☐ Yes ☐ No

AFFIDAVIT OF CHARACTER

STATE OF _____ COUNTY

I, _____ am unrelated to and have known _____
(Print or Type Name of Affiant) (Name of Applicant)

for one year or more; and to the best of my knowledge and observation know him or her to be of good character.

My address is _____
(Street) (City) (State) (County) (Zip)

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING AFFIDAVIT AND THAT THE FACTS STATED IN IT ARE TRUE.

Home Phone: (_____) _____ Work Phone: (_____) _____
(or write "NONE") (or write "NONE")

(Signature of Affiant)

OATH OF OFFICE

STATE OF FLORIDA

_____ COUNTY


I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the state; that I have read Chapter 117, Florida Statutes, and any amendments thereto, and know the duties, responsibilities, limitations, and powers of a notary public; and that I will well and faithfully perform the duties of Notary Public, State of Florida, on which I am now about to enter. So help me God*

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING APPLICATION AND OATH, AND THAT THE FACTS SET FORTH THEREIN ARE TRUE. I accept the Office of Notary Public, State of Florida.

(Official Signature of Applicant)

_____/_____/_____
(Date)

*Note: If you affirm, you may omit the words
"So help me God." Fla. Stat. §92.52.

 (Print or Type Name – Name for which your commission will be issued) Must use legal first name, no initial.

Acceptable options: Jonathan David Doe, Jon D. Doe, Jonathan Doe, Jonathan D. Doe

MEMORANDUM

AS A GENERAL MATTER, APPLICATIONS FOR ALL POSITIONS WITHIN STATE GOVERNMENT ARE PUBLIC RECORDS, WHICH MAY BE VIEWED BY ANYONE UPON REQUEST. HOWEVER, THERE ARE SOME EXEMPTIONS FROM THE PUBLIC RECORDS LAW FOR IDENTIFYING INFORMATION RELATING TO CERTAIN ENUMERATED PERSONS, INCLUDING, BUT NOT LIMITED TO, PAST AND PRESENT LAW ENFORCEMENT OFFICERS AND THEIR FAMILIES, VICTIMS OF CERTAIN CRIMES, ETC. (SEE SECTION 119.071, FLORIDA STATUTES) IF YOU BELIEVE AN EXEMPTION FROM THE PUBLIC RECORDS LAW APPLIES TO YOUR FLORIDA NOTARY PUBLIC COMMISSION APPLICATION SUBMISSION, PLEASE OBTAIN A PUBLIC RECORDS EXEMPTION FORM FROM THE FLORIDA DEPARTMENT OF STATE BY ACCESSING THE FOLLOWING LINK AND FOLLOWING THE INSTRUCTIONS ON THE FORM: <https://dos.myflorida.com/sunbiz/other-services/subpoenas-and-public-records-exemption-requests/>:



STATE OF FLORIDA BOND OF NOTARY PUBLIC

Secretary of State - Notary Commission and Certification Section

FOR OFFICE USE ONLY
Approved by Department of State

State of Florida

KNOW ALL MEN BY THESE PRESENTS, that we,



Applicant's Name

as Principal, and **TRAVELERS CASUALTY & SURETY COMPANY OF AMERICA**

800-422-1555

Company

Telephone Number

as Surety Company, give bond payable to any individual who may be harmed as a result of a breach of duty by said applicant acting in his/her official capacity as a notary public, in the amount of Seven Thousand, Five Hundred Dollars (\$7,500) as assurance for the due discharge of the duties of his/her office of Notary Public and we do bind ourselves, and each of our heirs, executors and administrators, jointly and severally.



Applicant was, on the date of issuance of commission, bonded as a Notary Public in and for the State of Florida, to hold office for the term of four years in accordance with the Constitution and Laws of this State.

Now, therefore, if said applicant shall faithfully discharge the duties of the office of Notary Public, as prescribed by law, then this obligation shall be void.



Signature of Applicant

Signed and sealed this

day of

20

TRAVELERS CASUALTY & SURETY COMPANY OF AMERICA

Name of Surety Company

Hartford, CT

Address of Surety Company

HUCKLEBERRY NOTARY BONDING INC.

Name of Bonding Agency or Company

225 E Robinson St Ste 570 Orlando, FL 32801

Address of Bonding Agency or Company

Derrick Huckleberry

Signature of Licensed Resident Agent

A124903

Identification Number of Licensed Resident Agent

J. DERRICK HUCKLEBERRY

Type Name of Licensed Resident Agent

Section 817.234.(1)(b), F.S. "Any person who knowingly and with intent to injure, defraud or deceive any insurer, files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony in the third degree."

This bond shall be for SEVEN THOUSAND, FIVE HUNDRED DOLLARS (\$7,500). After execution by Surety Company, the bond must be submitted to the Department of State for approval and filing before issuance of the public commission.