

New Mexico Secretary of State Business Services Division 325 Don Gaspar, Suite 300 Santa Fe, NM 87501 1-800-477-3632 www.sos.state.nm.us

Notary Public Application Information

Please Note: Application and bond must be completed in black ink. We do not accept application with background colors.

- Prior to completing the application, a notary seal or stamp must be purchased from an office supply store. The seal
 or stamp must indicate "State of New Mexico" and not the name of a county, agency or professional title. Stamps
 which contain a signature line or round ink stamps are **not accepted**. A clear, legible impression of the applicant's
 seal or stamp must appear on the application where indicated.
- 2. Applications which contain liquid paper or signatures which have been traced or written over anywhere on the document will not be accepted.
- 3. The mailing and business addresses and both phone numbers must be filled out completely. The mailing address is where all mailings will be sent.
- 4. The applicant's name must be identical to their signature on the oath of office and surety bond. Do not include a middle initial on the application if it is not used on your seal/stamp, signature or surety bond.
- 5. The evidence of qualification (character references) requires the signatures and complete addresses of two New Mexico residents. This is in addition to the bond requirement (see #7 below).
- The application fee is \$20. Your Check or Money Order should be made payable to the New Mexico Secretary of State. Money Orders must be filled out completely. Sorry, we cannot accept purchase documents. DO NOT SEND CASH.
- 7. Each notary public in New Mexico is required to obtain a ten-thousand dollar (\$10,000) surety bond. Please refer to reverse side of application for surety bond requirement information and instructions.



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Notary Public Application

Complete this form and submit with a **surety bond** in black ink only as described on the reverse side and a check or money order for **\$20.00** to New Mexico Secretary of State, 325 Don Gaspar, Suite 300, Santa Fe, NM 87501. Please type or print neatly. Illegible applications will be returned for clarification. You may not perform notarial acts until you have received a certificate of appointment from this office.

Name:		Date:								
Last	First	Middle (if used on seal)								
Mailing Address:										
Street		City	State	Zip Code						
Business Address:										
Street		City	State	Zip Code						
Home Phone:	Expir	Expiration Date of last N.M. Commission, if any:								
Business Phone:	Last	NM Commission Number, if a	iny:							
Affix your seal or	r notary stamp here	State of New Mexico Oath of Office								
		County of:								
		I hereby apply for appointment as a Notary Public of the State of New								
		Mexico. I hereby certify that I am a resident of New Mexico; I am 18 years								
		of age or older; I have never been convicted of a felony; I have not had my Notary Public commission revoked during the past five years. I also do solemnly swear that, as a Notary Public of the State of New Mexico, I will support the Constitution and laws of the United States, and of the State of New Mexico and I will faithfully and impartially discharge the duties of my								
								office to the best of my ability.		
						•	an exact match the name			
						listed	l above.	Signature of Applicant (must match seal or stamp)		
		Subscribe	d and Sworn to Before	Me this						
			Day of	, 20						
SEAL										
			Signature o	of Notary Public						
		My commission ex	xpires on:							
		dance of Qualification.								

Evidence of Qualification:

Two New Mexico residents must sign below as proof of your good moral character

Each of us is a resident of New Mexico and certifies that the above applicant is a person of good moral character.

Signature	Street	City	State	Zip	
2					
Signature	Street	City	State	Zip	
	FOR O	FFICE USE ONLY			
Approved by		and appointed by			
Secretary of State		Governor			
On	Date Commission Expires:				
Date					