

Notary

IMPORTANT - NOTARY APPLICATIONS TAKE APPROXIMATELY 10 BUSINESS DAYS

Customer Alert

Online webcam notarizations are not permitted in the State of Nevada. A person seeking a notarization is required to personally appear before a notary public and sign the document in the presence of the notary. Appearance via a webcam or other electronic medium such as Skype does not meet Nevada's law governing personal appearance. Please be aware of any online notarization service being offered by a private company. If you have any questions, please contact the Notary Division at 775-684-5708.

- [Step-by-Step Guide to Becoming a Notary](#)

How to Become a Nevada Notary if you are a Resident of Nevada

To become a notary you must: (1) be a U.S. citizen or a lawfully admitted permanent resident; (2) be at least 18 years of age; (3) be a resident of the state; and (4) possess your civil rights (a felon cannot be a notary). You enter into a bond to the State of Nevada in the sum of \$10,000. The bond is filed with the county clerk of the county in which you reside. You are then given your oath and the clerk gives you a filing notice. Submit the notary application, filing notice, and an application fee of \$35 to the Secretary of State. The Secretary of State will issue a Certificate of Appointment.

Each notary must obtain a stamp for authenticating notarial acts. You will need a certified copy of your Certificate of Appointment to obtain a notary stamp. You must also maintain a journal of all transactions. Your application remains on file with the Secretary of State.

How to Become a Nevada Notary if you are a Resident of a Bordering State

To become a non-resident notary, you must meet the same qualifications as stated above, except you must be a resident of a bordering state instead of Nevada and you must be employed in Nevada. You will submit two affidavits. You will need to submit the "Non-resident Notary Public Affidavit" and your employer will need to complete the "Affidavit of Applicant's Employer." If you are self-employed, you will complete the "Affidavit of Self-Employer Applicant." In addition, you must provide a copy of the Nevada State Business license from the company in which you are employed.

The only states that qualify as a bordering state are as follows: California, Oregon, Utah, Idaho & Arizona.

Follow the same procedure as above, submitting the appropriate affidavits with your application, a copy of the Nevada State Business License, filing notice, and application fee to the Secretary of State.

For additional questions regarding notary public appointments, please contact 775-684-5708.