

Appendix B

# Moving Out-of-State Required Resignation

Pursuant to Section 117.01(1), Florida Statutes, Florida notaries public must maintain the required residence in the state of Florida during the entire term of the appointment. If you are no longer a legal resident of Florida, you must submit your resignation to the Governor immediately. Please complete and mail the below form, along with your notary public commission certificate, to:

**Executive Office of the Governor  
Notary Section  
2415 North Monroe Street,  
Suite 810  
Tallahassee, FL 32303**

Commissioned Name: _____	Commission Number: _____
Date of Birth: _____	Expiration Date: _____
Home Address: _____ _____ _____	Business Name and Address: _____ _____ _____
Home Telephone Number: (     ) _____	Business Telephone: (     ) _____

Dear Governor,

Due to \_\_\_\_\_, I am resigning my notary public commission,  
effective \_\_\_\_\_.

(DATE)

Additionally, I have destroyed my notary public seal and am returning my notary public commission certificate.

Sincerely,

\_\_\_\_\_