

Return To:

American Association of Notaries, Inc.
P.O. Box 630601
Houston, TX 77263

If renewing, mark this box: ☐

Commission Expires: ____/____/____

APPLICATION FOR APPOINTMENT AS TEXAS NOTARY PUBLIC

Identifying Information

Please Type or Print Legibly

Name to be used as notary public: (This is the name you will be required to sign when notarizing.)

Social Security No.:

Last First Middle (not required) Suffix

Required by TX Gov't Code §406

Mailing Address: (Please notify the secretary of state of an address change within 10 days)

Residence County:

TX

Street Suite or Apt. No. City State Zip

Email address for return of commission (Legible):

(Your commission will come from notarypubliccommission@sos.state.tx.us and you will NOT receive materials by mail.)

Date of Birth: ____/____/____ Driver's License or Identification No.: ____ Issuing state: ____

Statements Relating To Qualification

I, the above-named applicant, have never been convicted of a felony or crime involving moral turpitude, am at least 18 years of age and a legal resident of Texas. {All applications are subject to a background check.}

Please select one of the following:

- ☐ A. I have been found guilty of a crime other than a Class C misdemeanor. (Applicants selecting this option must attach the following for each crime: (1) copies of court order and sentence, and papers pertaining to release from probation; and (2) a statement of (i) the nature, circumstances, date, and location, and (ii) whether the case is on appeal.) {A conviction for a crime involving moral turpitude OR a FELONY disqualifies you from appointment as a notary public under Texas law.}
- ☐ B. I have never been found guilty of a crime OR I have only been found guilty of a Class C misdemeanor, e.g. minor traffic violations such as speeding.

Notary Public Surety Bond

(This space reserved for agency/bonding company)

KNOW ALL PERSONS BY THESE PRESENTS:

That we, the above-named applicant, as principal, and **Western Surety Company**, as surety, a corporation duly licensed to do business in the state of Texas, are held and firmly bound unto the governor of the state of Texas and to his/her successors in office, in the sum of TEN THOUSAND DOLLARS for the payment of which, well and truly be made we bind ourselves, our heirs, executors and administrators jointly and severally. As a condition of this bond, the above-named principal shall faithfully perform all duties of the office of notary public.

BOND NUMBER: _____

Agency Name: **American Assoc. of Notaries, Inc.** Address: **8811 Westheimer, Suite 207 Houston, TX 77063**

Date: _____

Signature of authorized person for surety

Statement of Officer

I, the above-named applicant, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Execution

I declare under penalty of perjury that the facts in the foregoing Statement of Officer are true. I further certify that the information provided in and with this Application is true and correct and that I am not disqualified by law or any other reason from holding the office of notary public. I agree to be bound by the terms and conditions of the incorporated surety bond.

Date: _____

X

Signature of Applicant (sign in name given above on line #1 to be used as notary public)

New!
E-sign Your Notary
Application Online.
Visit www.texasnotary.com
for more details!

American Association of Notaries®

713-644-2299

www.texasnotary.com

Everything You Need to Renew Your Texas Notary Commission From \$95.95 (sales tax included in price)

Package I

\$95.95**

- 4-year, \$10,000 Texas Notary Bond* **\$50.00**
- State Filing Fee* **\$21.00**
- Self-inking Notary Stamp* (Rectangular) **\$21.95**
(Select stamp ink and case color from the options below)
- Texas Notary Manual (Emailed in a PDF format) **\$12.95**
- One-year Membership to AAN **\$19.00**
(Includes support, law updates, e-journal, and more!)

Note: This package does not include a notary record book!

* Required by law.

** This package can be purchased separately at the same net savings without the bond for \$45.95. Enter item #103 on order form.

Package II

\$99.95**

- 4-year, \$10,000 Texas Notary Bond* **\$50.00**
- State Filing Fee* **\$21.00**
- Self-inking Notary Stamp* (Rectangular) **\$21.95**
(Select stamp ink and case color from the options below)
- Texas Notary Record Book* (350 entries) **\$11.95**
(Includes a fee chart)
- Texas Notary Manual (Emailed in a PDF format) **\$12.95**
- One-year Membership to AAN **\$19.00**
(Includes support, law updates, e-journal, and more!)

* Required by law.

** This package can be purchased separately at the same net savings without the bond for \$49.95. Enter item #104 on order form.

Package III

\$114.95**

- 4-year, \$10,000 Texas Notary Bond* **\$50.00**
- State Filing Fee* **\$21.00**
- Self-inking Notary Stamp* (Round) **\$29.95**
(Select stamp ink and case color from the options below)
- Texas Notary Record Book* (350 entries) **\$11.95**
(Includes a fee chart)
- Texas Notary Manual (Emailed in a PDF format) **\$12.95**
- One-year Membership to AAN **\$19.00**
(Includes support, law updates, e-journal, and more!)

* Required by law.

** This package can be purchased separately at the same net savings without the bond for \$64.95. Enter item #105 on order form.

Select Stamp for Package I or II

(✓) Choose Trodat 4913 Self-inking Notary Stamp Case Color:



(✓) Indicate choice of ink color for package I or II:

☐ black ☐ blue ☐ red ☐ purple ☐ green

Select Stamp for Package III

(✓) Choose Trodat 4642 Round Notary Stamp Case Color:



(✓) Indicate choice of stamp ink color for package III:

☐ black ☐ blue ☐ red ☐ purple ☐ green

(✓) **Notary Seal Embosser**
(Trodat Dual-use)



If you don't select a color, you will receive a black handle.

1 1/8"

Bonds and errors and omissions insurance policies provided by this insurance agency, American Association of Notaries, Inc., are underwritten by Western Surety Company (established 1900). Kal Tabbara, owner of the American Association of Notaries, is a licensed insurance agent in Texas.

Over 1 Million Notaries Served Nationwide

1 SHIP TO

☐ Home ☐ Business ☐ P.O. Box

Customer Name _____

Company Name _____

Shipping Address _____

City _____ State _____ Zip _____

Daytime Phone Number (_____) _____ Ext. _____

Email Address _____

AAN Membership/Account No. (if available) _____

Your shipment contains valuable items. Ship to an address where someone will be available to receive your package.

2 ORDERING OPTIONS

Package Name	Price	Qty.	Total
Package I	\$95.95	_____	_____
Package II	\$99.95	_____	_____
Package III	\$114.95	_____	_____
Add a Notary Seal Embosser (Optional)	\$34.95	_____	_____
Add a 4-year Notary Errors & Omissions Insurance Policy (Optional)		_____	_____
<input type="checkbox"/> \$5,000 – \$21.24 <input type="checkbox"/> \$30,000 – \$56.75		Subtotal* \$	_____
<input type="checkbox"/> \$10,000 – \$34.00 <input type="checkbox"/> \$35,000 – \$62.00		USPS Shipping & Handling \$	8.95
<input type="checkbox"/> \$15,000 – \$42.50 <input type="checkbox"/> \$50,000 – \$102.00		Sales Tax \$	_____
<input type="checkbox"/> \$25,000 – \$51.00 <input type="checkbox"/> \$100,000 – \$204.00		Total: \$	_____

Please add an additional **\$8.00** for UPS Ground delivery.



If we cannot process your order within one year from the date we receive it due to lack of information, we are no longer obligated to fulfill your order and your payment becomes non-refundable. Read our refund & return policy at www.texasnotary.com/refund-policy.

3 PAYMENT OPTIONS

☐ Check enclosed payable to: American Association of Notaries. Check No. _____

☐ Please charge my credit card account:



Expiration Date: _____ Billing Zip Code: _____

Customer Signature: _____

*Prices are subject to change without notice.

Two Options to Submit Your Notary Application:

1

E-sign it at:

www.texasnotary.com

Eliminate the need to mail, fax, or email the notary application to AAN.

2

Mail to:

AAN

P.O. Box 630601

Houston, Texas 77263

Your commission will be issued in the name that you type or print in this field. You can use your full legal name or a shortened version. For example, if your full legal name is Gloria Ann Smith, you may choose to register as a notary public under the name Gloria A. Smith, Gloria Smith, G. A. Smith, G. Ann Smith, or G. Smith.

Provide an email address to make sure you receive your notary commission certificate and the oath of office in a timely manner via email.

Leave this section blank. It will be completed by the American Association of Notaries as your bonding agency.

Form #2301 Rev. 02/2020

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Houston, TX 77263

If renewing, mark this box: ☐

Commission Expires: / /

APPLICATION FOR APPOINTMENT AS TEXAS NOTARY PUBLIC

Identifying Information
Please Type or Print Legibly

Name to be used as notary public: (This is the name you will be required to sign when notarizing.)
Last **Smith** First **Gloria** Middle (not required) Suffix
Social Security No.: **111 11 1111**
Required by TX Gov't Code §406

Mailing Address: (Please notify the secretary of state of an address change within 10 days)
Street **Your Address** City **TX** State **TX** Zip
Residence County: **Your County**

Email address for return of commission (Legible):
(Your commission will come from notarypubliccommission@sos.texas.gov and you will NOT receive materials by mail.)

Date of Birth: MM / DD / YYYY Driver's License or Identification No.: Number from Your Driver's License Issuing state: TX

Statements Relating To Qualification
I, the above-named applicant, have never been convicted of a felony or crime involving moral turpitude, am at least 18 years of age and a legal resident of Texas. (All applications are subject to a background check.)

Please select one of the following:
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KNOW ALL PERSONS BY THESE PRESENTS: That we, the above-named applicant, as principal, and Western Surety Company, as surety, a corporation duly licensed to do business in the state of Texas, are held and firmly bound unto the governor of the state of Texas and to his/her successors in office, in the sum of TEN THOUSAND DOLLARS for the payment of which, well and truly be made we bind ourselves, our heirs, executors and administrators jointly and severally. As a condition of this bond, the above-named principal shall faithfully perform all duties of the office of notary public. BOND NUMBER: 12345

Agency Name: American Assoc. of Notaries, Inc. Address: 7438 Park Place Blvd. Houston, Texas 77087
Date: MM/DD/YYYY
Signature of authorized person for surety: American Association of Notaries

Statement of Officer
I, the above-named applicant, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Execution
I declare under penalty of perjury that the facts in the foregoing Statement of Officer are true. I further certify that the information provided in and with this Application is true and correct and that I am not disqualified by law or any other reason from holding the office of notary public. I agree to be bound by the terms and conditions of the incorporated surety bond.
Date: MM/DD/YYYY X Sign your name
Signature of Applicant (sign in name given above on line #1 to be used as notary public)

Form 2301 Bonds and errors and omissions insurance policies provided by this insurance agency, American Association of Notaries, Inc., are underwritten by Western Surety Company (established 1900). American Association of Notaries is owned by Kal Tabbara, a licensed insurance agent in Texas.

Your social security number is required in this field. The State uses it to maintain the accuracy of notary records, but neither your social security number nor your driver's license number will be made public.

The notary public application is a public record that is subject to public access and disclosure. If privacy concerns are an issue, you can use a business or a mailing address rather than a residential address.

If you have been found guilty of a crime, you must attach to your application documentation regarding your criminal convictions to assist the Secretary of State's Office in determining qualification. Processing time for applications with criminal convictions is approximately four to six weeks.

Your signature and printed name on the notary application must match.



Fast Approval!

All notary applications are filed electronically with the Secretary of State upon receipt.

Errors and Omissions Insurance Policies Protect the Notary! Your Notary Bond Protects the Public.

Can you afford a lawsuit because you made an innocent mistake and became an easy target for someone trying to recover losses? Notary public errors and omissions insurance safeguards you against costly lawsuits. Even if the suit is not valid, you could still be faced with a legal bill for defending yourself. If you aren't insured, you'll pay those defense costs out of your own pocket, whether you win or lose.

For a nominal premium, you can purchase a policy with a limit that suits your needs. The term of the policy is the same as your notary commission.

Protect yourself! Policies are available from \$5,000 to \$100,000. Complete the enclosed order form and select the coverage amount that fits your needs.

American Association of Notaries, Inc. • P.O. Box 630601, Houston, TX 77263
713-644-2299 • Fax: 713-649-0011 • www.texasnotary.com • sales@texasnotary.com