



**State of Missouri**  
**Robin Carnahan, Secretary of State**

**Commissions**  
**PO Box 784, Jefferson City, MO 65102**  
**Toll-Free (866) 223-6535 or (573) 751-2783**

**Non-Resident Application for Commission as a Notary Public**  
 (Application fee \$25)

**Print or Type**

1. Name \_\_\_\_\_ Date of Birth (MM/DD/YYYY) \_\_\_\_\_  
 (This name must appear as it is signed in #21 below)
2. Home Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_
3. Daytime Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_
4. Employer/Name of Business \_\_\_\_\_  
 Street \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_
5. County of Employment (St. Louis City Employers, please specify St. Louis City) \_\_\_\_\_
6. Missouri Commission Number (if reapplying) \_\_\_\_\_
7. Previous Commission Expiration Date (if any) \_\_\_\_\_
8. Previous Name (if your name has changed) \_\_\_\_\_

**Check YES or NO for the following questions:**

9. Are you a permanent resident alien? (Sec. 245, Immigration and Nationality Act, requires that you attach a copy of your green card)  YES  NO
10. Are you at least eighteen years of age?  YES  NO
11. Do you work in Missouri?  YES  NO
12. Will you use the notary seal in the course of your employment in Missouri?  YES  NO
13. Do you have a work address in the county within and for which you have applied for a commission?  YES  NO
14. Are you able to read and write the English language?  YES  NO
15. Have you been refused a commission as a notary public or had a commission revoked? (***If yes, attach a separate letter indicating reason and date.***)  YES  NO
16. Have you ever been convicted of or pled guilty or nolo contendere to any felony? (***If yes, attach a list and supporting documentation of such convictions or pleas of guilt or nolo contendere.***)  YES  NO
17. Have you ever been convicted of or pled guilty or nolo contendere to any misdemeanor incompatible with the duties of a notary public? (***If yes, attach a list and supporting documentation of such convictions or pleas of guilt or nolo contendere.***)  YES  NO
18. Do you authorize the Secretary of State as your agent and representative to accept service of process of service of any notice or demand required by law to be served upon you?  YES  NO
19. Have you read the Missouri Notary Public Handbook and know the laws and duties of a Notary Public?  YES  NO
20. Have you completed a state-approved notary training? (***Attach your certificate of completion or your completed written notary training form.***)  YES  NO

**21. NOTARIAL OATH**

STATE OF MISSOURI

I, the person named above, do swear or affirm, under penalty of perjury, that the answers to all questions on this application are true and complete to the best of my knowledge and that I am qualified to be appointed and commissioned as a Missouri notary public.

**X** \_\_\_\_\_  
**Signature of Applicant (Signature MUST appear as it is typed or written in #1 above)**