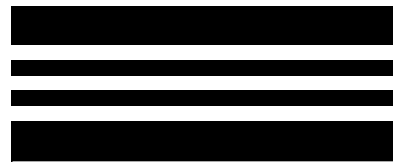




# Notary Public Electronic Notarization Endorsement Application



Use this form to add an electronic notarization endorsement to an existing Notary Public Commission. Send this completed form and a check or money order for the **\$15 non-refundable fee**, payable to Department of Licensing to:

**Notary Public Program**  
**Department of Licensing**  
**PO Box 3777**  
**Seattle WA 98124-3777**



### Applicant information

Notary commission name <i>(Name as it appears on your license)</i>		
License number	Last 4 digits of Social Security number	Birthdate <i>(mm/dd/yyyy)</i>

### Electronic notary endorsement

**If you have electronic software**, provide the name and effective date *(date you will begin using the software)*.

Name of electronic software	Effective date

**If you don't have electronic software** at this time:

- You must provide this information within **30 days** of the issue date of your endorsement.
- If you don't, we may take disciplinary action against your commission, which may include revoking your endorsement.
- **You can't perform any electronic notarizations** until you have provided us with the name of your electronic software.
- Submit the name of your electronic software either:
  - **Online** at [professions.dol.wa.gov/](http://professions.dol.wa.gov/). Login to your account then select *Add* under the Requirements section of your dashboard.
  - **Email** to [notaries@dol.wa.gov](mailto:notaries@dol.wa.gov). Include your Notary Public commission name and license number in the email.

*I declare under penalty of perjury under the law of Washington that the foregoing is true and correct.*

	TYPE or PRINT Name <b>X</b> Signature
Date and place	

**If you provide false information in this application, we may deny, suspend, or revoke your Washington Notary Public Commission license.**