

**APPLICATION FOR APPOINTMENT AS NOTARY PUBLIC**

PLEASE PRINT

Today's Date \_\_\_\_\_

1. Are you registered to vote in Mobile County? (check one) ( ☐ ) YES ( ☐ ) NO
2. Name Mr. Mrs. Ms. \_\_\_\_\_  
(Circle one) (Print your name as it appears on voters list - call (251) 574-8586 to verify)
3. Where do you vote? \_\_\_\_\_  
(Name of voting place or precinct number - call (251) 574-8586 to verify)
4. Home address \_\_\_\_\_ Apt/Suite # \_\_\_\_\_
5. City/State/Zip \_\_\_\_\_
6. Mailing address, if different from #4 \_\_\_\_\_
7. Date of Birth \_\_\_\_\_ Phone numbers (work) \_\_\_\_\_ (home) \_\_\_\_\_
8. Social Security Number (Please enter on page 2, which will not be part of public record)
9. Have you ever been convicted of a crime other than a traffic violation (speeding or parking)?  
YES \_\_\_\_\_ NO \_\_\_\_\_  
(If your answer is "Yes", please provide details on page 2)
10. Are you currently a Notary Public? ( ☐ ) NO ( ☐ ) YES; (expiration date \_\_\_\_\_)
11. \_\_\_\_\_  
Print your name (usual signature) exactly as it is to appear on notary commission
12. Sign your name: \_\_\_\_\_  
Usual signature (must match #11 above)

(Note: Unless otherwise requested, application will be considered "Notary Public for State of Alabama at Large")

**Instructions to applicant -**

Complete this application form and forward it to Notary Department, Probate Court, P.O. Box 7, Mobile, AL 36601-0007. Wait for an appointment letter to come in the mail. You will be advised of the next step.

**General Information**

When we receive the above "application for appointment as notary public", it will be processed. If approved, we will mail a "letter of appointment" from the Judge of Probate. When you receive this, you will have 40 days from the date on your "letter of appointment" to obtain and record a "notary bond". The notary bond may be purchased from certain insurance, bonding, or surety companies. Ask if the company issues notary bonds and show them your "letter of appointment" so they can fill in the correct dates on the bond. Notary bonds are made out in the amount of \$10,000. Bring or send your notary bond and recording fee in the amount of \$14.00 to the Court's Recording Division. Upon receipt and recording of your notary bond, you will be mailed a "notary commission". You are not to perform any notary act until you have received your final "notary commission". Notary seals may be purchased from office supply stores, etc.

*If you have any questions, please call the Probate Court at (251) 574-5552.*

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NAME: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

Re: Item 9 from first page (if your answer was "Yes", please provide details here)

*Be advised that your social security information and any statements or comments regarding item 9 appearing on this page will not be placed on the Public Records of Probate Court.*

*If you have any questions, please call the Probate Court at (251) 574-5552.*