

New Notary Seal Requirements-Information for County Recorders

It has come to the office's attention that some confusion surrounds the new notary seal requirements effective July 1, 2018. To clarify, only notaries public commissioned **on or after** July 1, 2018, must update a seal to include: (1) the words "notary public"; (2) the words "State of Indiana"; (3) the word "seal"; (4) the name of the notary public exactly as it appears on the notary public's commission certificate; (5) the words "commission number" followed by the commission number of the notary public; and (6) the words "my commission expires" followed by the expiration date of the notary public's commission.

If you receive a document where a notary public's seal only includes the words "notary public" or the words "notary public" and "State of Indiana," please do not automatically reject the filing. Instead, please check the notary public's commission date on the Secretary of State's website. If the notary was commissioned before July 1, 2018, then he or she is not subject to the new seal requirements until he or she re-applies for a commission.

The Secretary of State's office has recommended that all notaries public replace their seal to reduce confusion, however, we cannot require it.