

Wyoming Notary Public Commission Application

(W.S. 32-1-107)

Instructions: Fill in all blanks, using "NA" if not applicable. Type or print clearly.

1. Commission Name Style (type or print name to exactly match signature below)			2. County of Residence
3. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	4. Last Name	5. First Name	6. Middle Name

7. Residential Address (street/route)		8. City	9. Zip Code	10. Home Phone No.
11. Mailing Address (where notary information will be mailed)			12. City	13. Zip Code
14. Place of Employment (name and address)		15. City	16. Zip Code	17. Business Phone

18. I am applying for: <input type="checkbox"/> a new commission; or <input type="checkbox"/> a renewal of my current commission. My current commission expiration date is: _____
19. Have you ever been a Wyoming notary? <input type="checkbox"/> Yes, under the name of _____ in _____ County. <input type="checkbox"/> No.

Certification: please read, sign, and date.

I certify that I am 18 years of age or older, able to read and write the English language, and an actual resident of the state of Wyoming and of the County for which I am making application.

I further certify that I understand the duties and responsibility imposed on notaries public under Wyoming law and understand that breach of said responsibility may result in criminal penalties including imprisonment.

Signature of applicant (**must match item #1 above**)

Date

Filing Fee: \$30.00 (make checks payable to "Secretary of State")
Return application, test and filing fee to:

Notary Division
Secretary of State's office
200 West 24th Street
Cheyenne, WY 82002-0020

For questions, call (307) 777-7311.

Notary Public Commission Self-Test

Although the notary commission test is not mandatory, we recommend you read the handbook and take the test. If you have any questions after reviewing the handbook, please contact the Notary Division for clarification. The test answers can be found in the back cover of the handbook.

1. ___ T ___ F A notary public commission term is four years.
2. ___ T ___ F It is the responsibility of the notary to attach the proper certificate to the document he/she is notarizing.
3. ___ T ___ F A notary is required to have a stamp or seal.
4. ___ T ___ F It is the notary's responsibility to assure that the bond is filed properly.
5. ___ T ___ F If a notary moves from one county to another, his/her notary commission transfers with him/her.
6. ___ T ___ F It is appropriate to notarize a document before the document is signed.
7. ___ T ___ F A notary public may perform his/her duties only in the county in which he/she is commissioned.
8. ___ T ___ F If a notary has a change of name, he/she must notify the Secretary of State but not the county clerk.
9. ___ T ___ F A notary may be commissioned in the county where he/she works even if he/she doesn't live in that county.
10. ___ T ___ F The notary stamp or seal must have both the name of the notary and the county on it.
11. ___ T ___ F A notary should not witness signatures on a document that he/she is a party to, e.g. a car title.
12. ___ T ___ F A notary may set his/her fee at any rate for performing his/her duties.
13. ___ T ___ F In some cases, a notary public may be sentenced to prison for improperly performing his/her duties.
14. ___ T ___ F A notary may notarize a document with only one of two signature blocks filled in if the second signature block is lined out, initialed and dated or if a sentence is written above/below the testament indicating only the one person physically appeared before the notary.
15. ___ T ___ F You are not a valid notary public unless you have filed your bond in the office of the County Clerk within 60 days of the beginning date of your commission and you have received your certificate of commission.
16. ___ T ___ F At the beginning of the notary statement where it states "State of Wyoming, County of _____", the name of the county where the notarization takes place should be listed.
17. ___ T ___ F It is important to ask for proper identification when acknowledging a signature of a person you do not personally know.
18. ___ T ___ F If you have a change of name, you can continue using your notary commission name until renewal.
19. ___ T ___ F A notary may photocopy an original document and certify that it is a true and correct copy.
20. ___ T ___ F A notary may refuse service to anyone even if they make a reasonable and lawful request for a notarization.

