

NOTARY APPLICANT QUESTIONNAIRE

USE COPIES OF THIS FORM TO:

- Initiate the process to commission a new Notary or renew a Notary commission.
- Apply to replace Notaries no longer with your organization.
- Register for our convenient Renewal Reminder Service.

INSTRUCTIONS:



To start the process, make copies of this form to share or for future use. Complete and return by fax or mail.

If you have questions or for assistance, please call toll free 1-800-929-6093.

(NOTE: THERE IS NO EXTRA FEE FOR OUR SERVICE.)

Mail To: **NOTARY PUBLIC LICENSING DIVISION
ATKINSON BROS. AGENCY
PO BOX 271989
HOUSTON, TX 77277-1989**

Or, Fax to (800) 929-6094

Cover Page
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Required

NAQAIL01.WWW

Full Legal Name: Mr. _____ Mrs. _____ Ms. _____ Date of Birth _____
Name to be used as a Notary Public: _____

Have you ever been an Illinois Notary? Yes No Are you currently an Illinois Notary? Yes No If "Yes", then

When does your commission expire? _____ What is your Commission Number? _____

If your name has changed since your last commission was issued what was your previous name?: _____

If your address changed since your last commission was issued give your previous address

Street: _____ City: _____ County: _____ State: _____ Zip: _____

Are you a citizen of the United States or an alien admitted for permanent residence? Yes No

Have you been a resident of Illinois for at least 30 days? Yes No

Are you able to read and write the English language? Yes No

Have you ever been convicted of a felony? Yes No

If yes, please contact the Illinois contact the Illinois State Notary Office at (217) 782-7017 before submitting your application.

Have you had a Notary commission revoked within the last 10 years? Yes No

Name of Business / Employer: _____ Type of Business: _____

Position: _____ Email address: _____

Phone No. (Day): (_____) _____ - _____ Fax No: (_____) _____ - _____ Evening: (_____) _____ - _____

Business Mailing Address: _____

City: _____ County: _____ State: _____ Zip: _____

Home Address: (Not P O Box): _____

City: _____ County: _____ State: _____ Zip: _____

Signature of Applicant _____ Date Signed: _____



ATKINSON BROS. AGENCY, NOTARY PUBLIC LICENSING DIVISION
WE SERVE OVER 30.000 EMPLOYERS IN TEXAS, ILLINOIS AND CALIFORNIA - ESTABLISHED 1936

**WE ARE NOT ASSOCIATED WITH ANY STATE OR
LOCAL GOVERNMENTAL AGENCY**