

NOTARY SERVICES AGREEMENT & PRICING GUIDE

Client: _____ Date of Agreement: _____
Email: _____ Phone: _____
Service Location: _____

This Notary Services Agreement (“Agreement”) is entered into between the undersigned client (“Client”) and Holly Carbine Bridges, Notary Public and Owner of Bridging Solutions, LLC (“Notary”).

1. NOTARY SERVICES

The Notary agrees to perform notarial services requested by Client in accordance with Alabama law. Services may include acknowledgments, jurats, witnessing signatures, oath administration, and other authorized notarial acts.

2. IDENTIFICATION REQUIREMENTS

Client acknowledges that valid government-issued photo identification shall be required prior to notarization. The Notary reserves the right to refuse service if satisfactory identification cannot be provided or if the Notary believes the signer does not appear willing, aware, or competent to execute the document.

3. NO LEGAL ADVICE

The Notary is not acting as an attorney and does not provide legal advice or legal representation. Document preparation is performed under a separate contract agreement. Client is solely responsible for the contents and legal sufficiency of any document presented for notarization.

4. ALABAMA NOTARY FEE REGULATIONS

Pursuant to Alabama law, a notary public may charge a fee not to exceed the maximum amount permitted by the Alabama Notary Public Act for each notarial act performed. As of the date of this Agreement, Alabama permits notaries to charge up to \$10.00 per notarial act. Separate travel, convenience, mobile service, after-hours, detention facility, hospital, or nursing facility fees may apply where legally permissible and agreed upon in advance.

4.1 STANDARD NOTARY PRICING

- ☐ Acknowledgment — \$10 per notarization
- ☐ Jurat / Oath / Affirmation — \$10 per notarization
- ☐ Affidavit Notarization — \$10 per notarization
- ☐ Witnessing Signature — \$10 per notarization

4.2 MOBILE & SPECIALTY SERVICE FEES

- ☐ Local Mobile Service — \$25 Includes travel within 25 miles of Bridging Solutions office.
- ☐ After-Hours / Weekend / Holiday Service — + \$25
- ☐ Specialty Location Appointments — + \$25 Includes hospitals, nursing homes, assisted living, correctional facilities
- ☐ Mileage Beyond Local Service Area — Current Federal mileage reimbursement rate shall apply

4.3 NOTARY SIGNING AGENT SERVICES

Loan signing and real estate closing services are available by appointment.

- ☐ Standard Loan Signing Packages \$125 includes local travel (within 25 miles), standard printing up to 150 pages, one working loan package.

Additional charges are uncommon but may apply for: after-hours, weekends, holiday appointments, travel beyond local service area, unusually large loan packages, special lender requirements.

ANY ADDITIONAL CHARGES WILL ALWAYS BE DISCUSSED AND APPROVED BEFORE THE APPOINTMENT.

5. PAYMENT

Payment is due at the time services are rendered unless otherwise agreed in writing.

6. LIMITATION OF LIABILITY

The Notary shall not be responsible for the legality, accuracy, or enforceability of documents presented for notarization. The Notary's role is limited solely to verifying identity and performing authorized notarial acts.

7. PROFESSIONAL COVERAGE

Notary maintains all bonding and commission requirements required under Alabama law and carries Errors & Omissions insurance coverage in connection with professional notarial services.

8. CANCELLATION / TRAVEL

For scheduled mobile appointments, Client agrees to provide reasonable notice of cancellation when possible. Travel fees shall apply for appointments canceled after travel has commenced.

9. ACKNOWLEDGMENT

By signing below, Client acknowledges understanding and acceptance of this Agreement.

TOTAL AGREED SERVICE FEES: \$ _____

PAYMENT METHOD:

☐ Cash ☐ Electronic - Bridging Solutions website

☐ Credit/Debit Card # _____ Exp. Date _____ Code _____

☐ Venmo Name _____ ☐ PayPal Name _____

10. SIGNATURES

CLIENT: _____ DATE: _____

SIGNATURE: _____

CONTRACTOR: Holly Carbine Bridges, JD DATE: _____

SIGNATURE: _____