

California Notary Public Timelines as stated in the Notary Public Handbook

Intended as a Study Aid

Timeline:	Reason:
Immediately	To report to SOS stolen, lost, damaged, etc. Journal or Seal
30 Days	Revocation: must take Journals to County Clerk & mail receipt to SOS
30 Days	To respond to SOS written request for information about Notary acts
30 Days	To complete processing for Notary Commission, & Oath/Bond
30 Days	To report change of address
30 Days	To report change of name
15 Business Days	To respond to a written request from the public for certified copies of your Journal
10 Days	To send a copy of a receipt for your Journal from a Peace Officer
SOS Date	To send certified copies of your Journal to SOS in the time specified in the request

SOS = Secretary of State