

# General Notary Appointment Checklist

Sign & Seal Loan & Notary Services LLC

- A valid, unexpired government-issued photo ID
- The document(s) to be notarized (unsigned)
- Witnesses (if required) with valid ID
- All signers must be present at the appointment
- Payment is due at time of service (cash, card, or digital payment accepted)

## **Questions? Contact us:**

Email: [signandsealloan@gmail.com](mailto:signandsealloan@gmail.com)

Phone: 937-738-0638

Website: [www.signandsealloan.com](http://www.signandsealloan.com)