

A graphic with a bright yellow background. On the left, there is a solid dark brown vertical bar. In the center, there is a white, cloud-like or scalloped-edged shape. Overlaid on this white shape and extending slightly to the right is the text "NOTARY RESOURCES" in a bold, dark brown, sans-serif font. The word "NOTARY" is on the top line and "RESOURCES" is on the bottom line.

NOTARY RESOURCES

Month/Day/Year/Time of Notarization	Kind or Type of Notarization/Certificate	Address Where Notarization Performed	Document Kind or Type	Name and Address of Signer	Identification of Signer	Additional Information	Notary Fee	Signature of Signer	Right Thumbprint of Signer
1					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									1
2					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									2
3					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									3
4					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below			X	
			Date of Document						
									4
5					☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									5
6					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									6
7									
			Date of Document						
									7
8					☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness			X	
			Date of Document						
									8

[Click here to print sample journal page](#) on legal-size paper to assist you with exercises in this class. If you have the sample journal page from a previous class, feel free to use it. *(This is a one-page legal-size document.)*

	Month/Day/Year/Time of Notarization	Kind or Type of Notarization/Certificate	Address Where Notarization Performed	Document Kind or Type	Name and Address of Signer
1	b	d		e	a
2	PAPER JOURNAL				
3					

Identification of Signer	Additional Information	Notary Fee	Signature of Signer	Right Thumbprint of Signer
☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness	c		f	g
			x	5
☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness				
			x	6
☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness				
			x	7
☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness				
			x	8

The state of Maryland requires a record of all notarial acts.

Each notary public is required by law to keep a fair register (journal) of all official acts performed. A fair register (journal) would include at least:

- A record of the **name and address** of each person coming before the notary;
- The **date** when they appeared;
- The method by which each person was **identified** to the notary;
- The **type of official act** (oath or affirmation, acknowledgment, protest, notary as an official witness);
- The **type of document** involved (deed, mortgage, lease, motor vehicle form, deposition, etc.);
- The **fee charged**; and
- Signature(s)** of person(s) signing document.

	Month/Day/Year/Time of Notarization	Kind or Type of Notarization/Certificate	Address Where Notarization Performed	Document Kind or Type	Name and Address of Signer
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			x	7
☐ Personally Known by the Notary ☐ ID Cards – Describe each card below ☐ Credible Witness(es) – Include signature of each witness				
			x	8

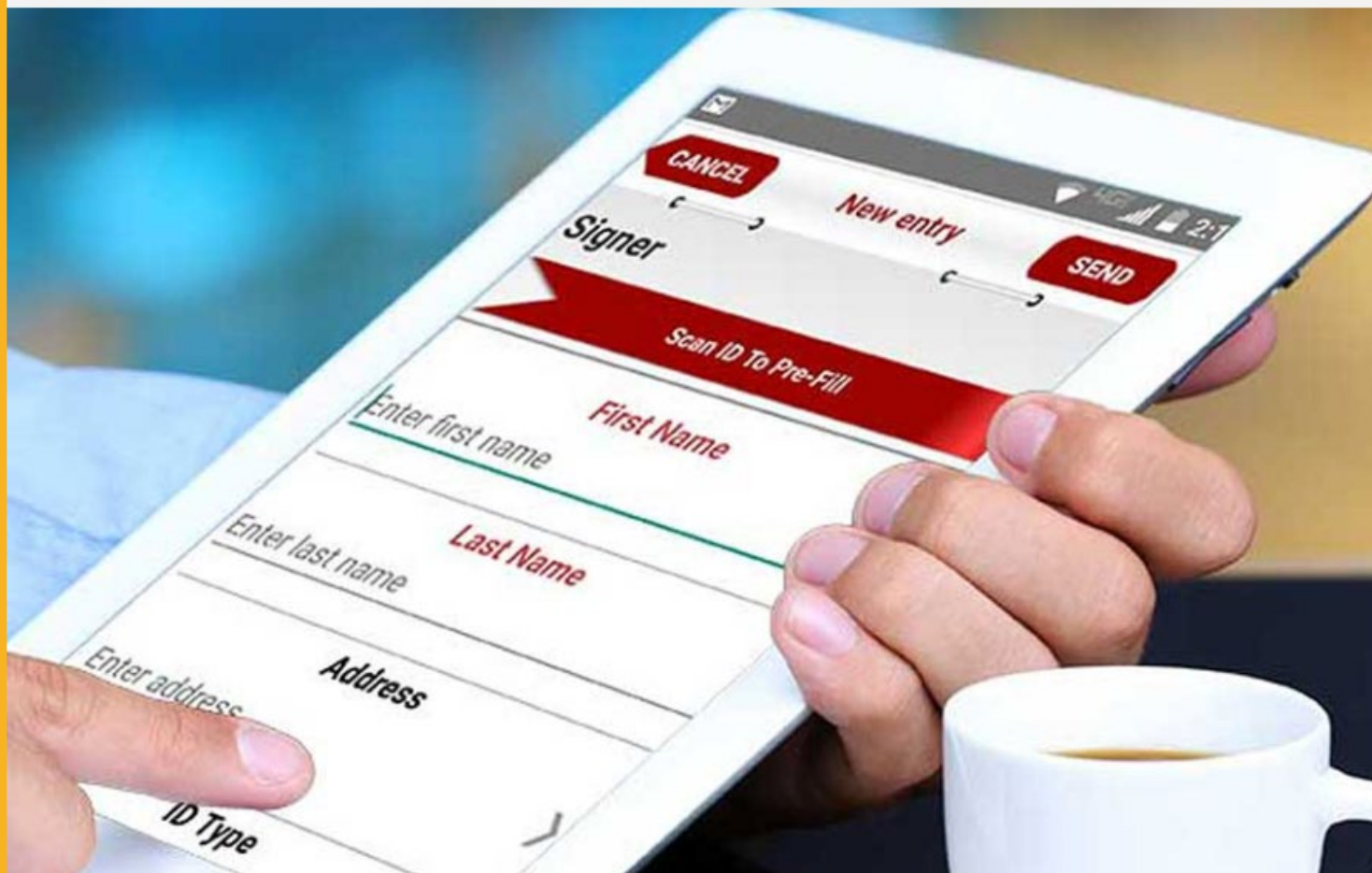
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NotaryAct.com

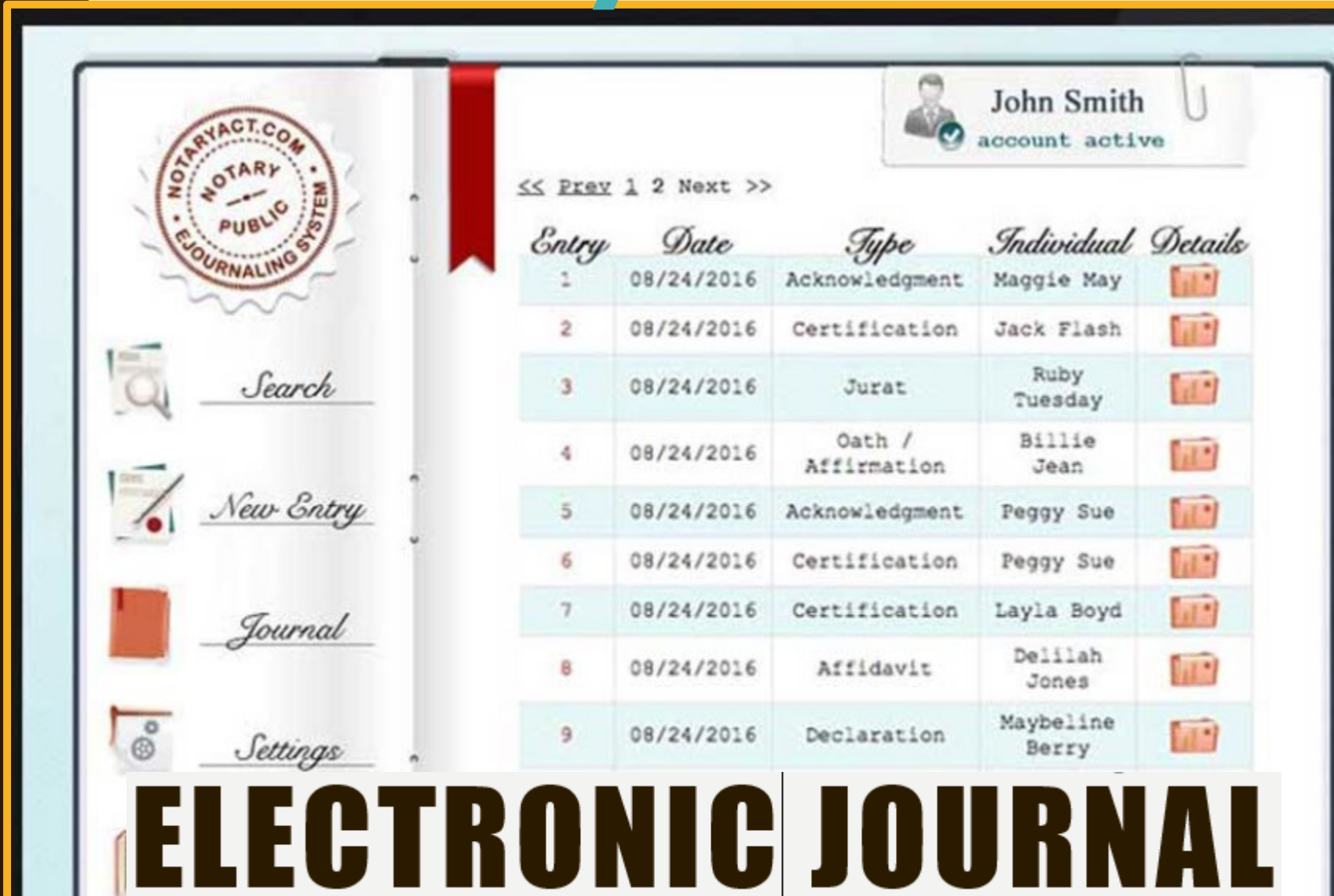
NotaryAct is the ideal product for professional notaries who are ready to capture the electronic recording of notarial acts embracing today's technology. The NotaryAct App, available on Apple and Android.



ELECTRONIC JOURNAL



NotaryAct.com



The screenshot displays the NotaryAct.com web interface. On the left, a sidebar contains a circular notary seal for "NOTARYACT.COM", "NOTARY PUBLIC", and "EJOURNALING SYSTEM". Below the seal are icons and labels for "Search", "New Entry", "Journal", and "Settings". The main area shows a user profile for "John Smith" with "account active" status. Below this is a navigation bar with "<< Prev 1 2 Next >>". The central part of the screen features a table of journal entries.

Entry	Date	Type	Individual	Details
1	08/24/2016	Acknowledgment	Maggie May	
2	08/24/2016	Certification	Jack Flash	
3	08/24/2016	Jurat	Ruby Tuesday	
4	08/24/2016	Oath / Affirmation	Billie Jean	
5	08/24/2016	Acknowledgment	Peggy Sue	
6	08/24/2016	Certification	Peggy Sue	
7	08/24/2016	Certification	Layla Boyd	
8	08/24/2016	Affidavit	Delilah Jones	
9	08/24/2016	Declaration	Maybeline Berry	

ELECTRONIC JOURNAL



VERBAL DECLARATIONS

- Verbal declarations are oral questions asked by the Notary to the signer when performing acknowledgment and oath/affirmation (jurat) type notarizations. The signer declares that certain facts pertaining to the document and/or notarization are true.
- When completing an acknowledgment or oath/affirmation or jurat type notarization, the Notary asks the Signer the following questions:

VERBAL DECLARATIONS

What are the words of the oath or affirmation?

- Whenever an affidavit on personal knowledge is required by rule or law, the notary asks: **Do you solemnly affirm under the penalties of perjury and upon personal knowledge, that the contents of the foregoing paper** (here the notary should refer to the document to which the person is making an affidavit) **are true?**

VERBAL DECLARATIONS

What is an acknowledgment?

- An acknowledgment is a statement by a person who has executed a document that the document is his or her act and deed. An acknowledgment is made to the notary public, but is not an oath or affirmation of truth—it is a statement that a certain person did something of his or her own free will.
 - The person making the acknowledgment must state (i.e. *acknowledge*) to the notary public that the document constitutes his or her act and deed.

VERBAL DECLARATIONS

Oath/affirmation or Jurat Type Notarization

Do you solemnly affirm or swear, under the penalties of perjury, and upon personal knowledge that the contents of the foregoing paper (*the Notary Public refers to the document which the Signer is attesting to*) are true?



VERBAL DECLARATIONS

Acknowledgment Type Notarization

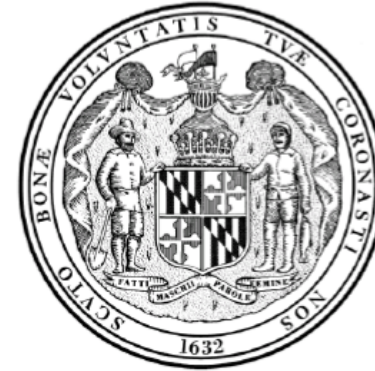
Are you signing this document willingly.



HANDBOOK FOR MARYLAND NOTARIES PUBLIC

[CLICK HERE TO
DOWNLOAD
HANDBOOK](#)

HANDBOOK FOR MARYLAND NOTARIES PUBLIC



Office of the Secretary of State
State House
Annapolis, MD 21401

410-974-5520 or
888-874-0013 ext. 3861 (toll free in Maryland)
<http://www.sos.maryland.gov>

July 2019

HANDBOOK FOR MARYLAND NOTARIES PUBLIC

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NOTARY PUBLIC CODE OF PROFESSIONAL RESPONSIBILITY

The Notary Public Code of Professional Responsibility of 2020 is a detailed code of ethical and professional conduct for America's Notaries. The Code addresses common problems, issues and questions encountered by today's Notaries by prescribing principles, standards and rules and applying them in helpful specific examples.

[Click here to download the Code Book.](#)

THE
NOTARY PUBLIC
CODE OF
PROFESSIONAL
RESPONSIBILITY

THE MODEL NOTARY ACT

The **Model Notary Act** is a comprehensive statute prototype designed to assist lawmakers and **Notary** program administrators in modernizing and strengthening the **Notary** Public statutes in their state.

[Click here to download The Model Notary Act.](#)

THE
MODEL NOTARY ACT

January 1, 2010

Published As A Public Service

By The

NATIONAL NOTARY ASSOCIATION

A Non-Profit Educational Organization

REVISED UNIFORM LAW ON NOTARIAL ACTS - RULONA [2018]

RULONA was drafted, finalized and approved by the Uniform Law Commission, which exists to “provide states with non-partisan, well-conceived and well-drafted legislation that brings clarity and stability to critical areas of state statutory law.”

[Click here to download RULONA 2018](#)

REVISED UNIFORM LAW ON NOTARIAL ACTS (2018)

drafted by the

NATIONAL CONFERENCE OF COMMISSIONERS
ON UNIFORM STATE LAWS

and by it

APPROVED AND RECOMMENDED FOR ENACTMENT
IN ALL THE STATES

at its

ANNUAL CONFERENCE
MEETING IN ITS ONE-HUNDRED-AND-TWENTY-SEVENTH YEAR
LOUISVILLE, KENTUCKY
JULY 20 - JULY 26, 2018

WITH PREFATORY NOTE AND COMMENTS

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By
NATIONAL CONFERENCE OF COMMISSIONERS
ON UNIFORM STATE LAWS

THE MODEL ELECTRONIC NOTARIZATION ACT

The Model Electronic Notarization Act of 2017 is a comprehensive standard and guide for public officials looking to draft new laws or administrative rules governing the notarization of electronic records.

[Click here to download The Model Electronic Notarization Act.](#)

THE MODEL ELECTRONIC NOTARIZATION ACT

January 2017

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A GUIDE TO RULONA, MNA AND MENA

- [Click here to read article.](#)

NOTARYBULLETIN

A Guide To RULONA, MNA And MENA

By David Thun on May 23, 2017 in [Best Practices](#)

(Originally published in the April 2017 issue of [The National Notary](#) magazine.)

Notaries may be confused by references to acronyms such as "RULONA" and "MENA" and terms such as "Uniform Laws" and "Model Acts" and when talking about new Notary statutes. Below is a quick reference guide on uniform and model legislation used by many states when creating Notary statutes.



WHY NOTARIZATION IS MORE RELEVANT AND VITAL THAN EVER

That process is called **notarization**, and it is **more relevant and vital than ever**. **Notarization** is rooted in a rich history that dates back to Roman civilization. For thousands of years, the process has represented the trust, assurance and legitimacy of official documents backed by a governing body.

[Click here to download “white paper”.](#)

The Guarantor of Trust for Today's Business

Why Notarization Is
More Relevant and
Vital Than Ever

