



Thank you for booking with Byers Ink LLC! We look forward to meeting you soon. To ensure seamless processing and notarizing of your documents, please follow the instructions below.

How to prepare for your appointment!

*****IMPORTANT: NOTIFY THE NOTARY IMMEDIATELY IF YOU OR ANYONE IN YOUR HOUSEHOLD HAS BEEN EXPOSED TO, OR HAS CONTRACTED, COVID-19 WITHIN THE LAST 48 HOURS*****

You **MUST** present upon request the following:

- A Valid **Non-Expired** Government issued identification
 - Driver's license or non-driver's ID
 - U.S. Passport
 - U.S. Government employee's ID, including military personnel
 - State, county and local government IDs issued to employees and to licensees
 - Inmate IDs issued to incarcerated prisoners
 - Driver's licenses from other states
 - Canadian & Mexican driver's licenses
- Other Identification (***Can Not be used as primary ID, only secondary confirmation***)
 - Credit Card
 - Social Security Card
 - Birth Certificate
- Witnesses if Applicable

PREPARE THE LOCATION

- Remove distractions
 - Please put all pets away.
 - Ensure that minor children are settled with activities or are otherwise occupied.
 - Turn off televisions or other devices that will distract from the appointment unless they are being used to occupy minor children.
- Prepare a **clean, flat surface** with space to accommodate all signing parties and ensure that all documents are protected from damage.