

STATE OF FLORIDA
NOTARY PUBLIC

AMENDED COMMISSION REQUEST
NOTICE OF NAME CHANGE

Type or print name in which commission is currently issued

____/____/____
Date of birth

Sign your official signature as currently commissioned



Type or print new commission name as it is to appear on your certificate



**Imprint current seal for identification
only**

Sign your new official signature, the same as your new commission name

____/____/____
Date legal name changed

FILL IN YOUR CURRENT ADDRESSES AND PHONE NUMBERS:

Physical home address, City and Zip

()

Area code and telephone number

Indicate business name, unemployed or retired

Business address, City and State

()

Area code and business telephone no.

MAIL TO:

Business

Home

OR

Mailing address

Please forward this form along with applicable fees and your current commission to your bonding agency. Your bonding agency will provide the rider to your notary public bond and forward all forms to the Secretary of State's office for processing.

Dear Notary Public:

Enclosed is the name change information you requested for your Notary Public commission. Any Notary Public that lawfully changes their name is required by the Secretary of State to amend their commission. Everything you need to complete the process is included in this packet.

AMENDED COMMISSION REQUEST NOTICE OF NAME CHANGE FORM

- ✓ Please fill in all blanks and imprint your stamp in the appropriate box.
- ✓ Print and sign your name as you are currently commissioned.
- ✓ Print and sign your new name, exactly as you wish to be commissioned.
- ✓ Indicate the date your name was changed.
- ✓ Stamp your current seal in the indicated box.
- ✓ Fill in your current addresses and telephone numbers.
- ✓ Mark the box that indicates where you want your information to be mailed.

CERTIFICATE OF COMMISSION - The Secretary of State requires that you return your current Notary Public Certificate of Commission. A new Certificate will be issued to you. If you no longer have your Certificate you will need to submit a short letter explaining what happened to it.

COST - The cost of an amended commission is \$56.05. This will cover the \$25 fee charged by the Secretary of State, a \$10 Bond Rider fee, \$6 shipping & handling, and \$15.05 for a self-inking stamp with your new name and commission number.

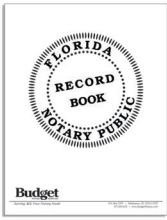
MAIL - You will need to include the amended commission request, your Certificate of Commission or letter, order form and payment to Budget Notary Services.

Your name change will take approximately 2 weeks to process. You may continue to notarize under your former name until you receive your new stamp. Please call us toll-free at 877-298-8274 if you need further information.

Please Note - This process will change the name on your current commission. It will not change your expiration date.

★ PRODUCTS AND ORDER INFORMATION ★

NOTARY PUBLIC RECORD BOOK



With room for 256 entries, and the basic guidelines for performing a notarization, this is a must have product.

SELF-INKING NOTARY SEAL

This easy to use stamp doesn't require a separate stamp pad.



- Purple
- Black
- White
- Blue
- Fuchsia
- Green
- Grey
- Red (Default)

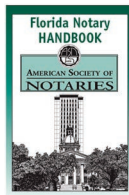
TRAVEL STAMP

This new compact stamp is perfect if you are always on the go.



- Blue
- Silver
- Red (Default)
- Orange
- Charcoal
- Green
- Fuchsia
- Yellow

FLORIDA NOTARY HANDBOOK



Everything you need to know about being a notary in Florida. 126 pages of helpful information.

EMBOSSING SEAL

This handheld model embosser is small enough to easily travel with you, while still leaving a clear, raised lasting impression. Additional colors available online.



SELF-INKING ROUND NOTARY STAMP

This easy to use stamp meets all notary law provisions, and doesn't require a separate ink pad.



- Blue
- Black
- Red (Default)

NOTARY EDUCATION COURSE

Required for first time applicants (Recommended for renewing notaries)

Budget Notary's state-approved online Notary Education Course satisfies the requirement for first-time notaries. It's also valuable for renewing notaries, but not required.

We offer two options for payment. Take the course immediately and submit the \$22 payment online using our website at: www.BudgetNotary.com. Or, include the fee with this order form and we'll send you a confirmation code.

No test is required, but first-time notaries must print, sign and return the course completion certificate to be commissioned.

Amended Commission Package Includes . . .

- ✓ State Filing Fees **\$25**
- ✓ Bond Rider Fee **\$10**
- ✓ Self-Inking Notary Seal **\$14**
Choice of case colors
- ✓ Live Customer Service



\$49⁰⁰

Plus tax, shipping & handling

ORDERING OPTIONS

Description	Price	Add Tax [†]	Cost
Amended Commission Package (Includes Self-Inking Notary Seal - Don't forget to select your stamp color)	\$49.00	\$1.05	
ADDITIONAL SUPPLIES			
Notary Public Record Book	\$8.00	\$0.60	
Self-Inking Notary Seal (Extra for home or office - select stamp color)	\$14.00	\$1.05	
Travel Stamp (Select stamp color)	\$25.50	\$1.91	
Florida Notary Handbook	\$12.75	\$0.96	
Embossing Seal (Additional colors available online)	\$28.50	\$2.14	
Self-Inking Round Notary Stamp (Select stamp color)	\$25.00	\$1.88	
Personalized Display Sign	\$15.00	\$1.13	
Marriage Kit	\$27.00	\$2.03	
Online Course	\$22.00	n/a	
State Filing Fees & Rider Bond Fee (Seal not included)	\$35.00	n/a	
Subtotal			
Shipping & Handling			\$6.00
TOTAL			

[†] No sales tax on State Fees, Bond, E&O Policies or course.

If we cannot process your order within 12 months due to lack of information, we are no longer obligated to fulfill your order and payment becomes non-refundable.

PAYMENT OPTIONS

CHECK OR MONEY ORDER ENCLOSED (*made payable to BUDGET NOTARY SERVICES*)



CARDHOLDER NAME: _____

NUMBER: _____ EXPIRES: _____

BILLING ADDRESS: _____

SIGNATURE OF CARDHOLDER: _____

EMAIL ADDRESS: _____ *For Notary Law Updates, Product Information & Order Status Updates*

DAYTIME PHONE NUMBER: (____) _____ EXT: _____

For Additional Application Forms and Notary Supplies Visit Us at

www.BudgetNotary.com

Budget

NOTARY SERVICES

