



# **NOTARY PUBLIC COMMISSION APPLICATION**

Florida Department of State

Notary Commissions and Certifications Section (850) 245-6975

## **PERSONAL INFORMATION**

Full Name: \_\_\_\_\_  
(Last) (First) (Middle)

Home Address: \_\_\_\_\_  
(Street) (City) (State) (County) (Zip)

Place of Employment: \_\_\_\_\_ ☐ Unemployed ☐ Retired

Business Address: \_\_\_\_\_  
(Street) (City) (State) (County) (Zip)

Mail to: ☐ Home ☐ Business ☐ Other Address: \_\_\_\_\_  
(Street/P.O. Box) (City) (State) (Zip)

E-mail Address: \_\_\_\_\_  
(or write "NONE")

Sex: ☐ Male ☐ Female Race: ☐ Asian ☐ Black or African American ☐ Native American or Alaska Native ☐ White ☐ Other: \_\_\_\_\_

Home Phone: \_\_\_\_\_  
(or write "NONE")

Business Phone: \_\_\_\_\_ Extension: \_\_\_\_\_  
(or write "NONE")

Florida Driver License (or other State of Florida Issued ID): \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(Month/Day/Year)

Social Security Number \_\_\_\_\_

The disclosure of a Florida notary public applicant's social security number is expressly required by Fla. Stat. §117.01(2) and is imperative for processing notary public commission applications. Please be advised that social security numbers are only used for processing the notary public commission application and are exempt from disclosure pursuant to Fla. Stat. §119.071(5)(a)5.

1. Are you a legal resident of Florida? ☐ Yes ☐ No (If No, you are not eligible to apply for a Florida notary public commission. Legal residency must be maintained throughout the appointment.)
2. Are you a United States citizen? ☐ Yes ☐ No (If No, you must submit a recorded Declaration of Domicile. Obtain this document from your county courthouse.)
3. Are you a wartime veteran with a disability rating of 50 percent or more? ☐ Yes ☐ No (If yes, you must submit a written request for the fee reduction and provide proof of exemption.)
4. Are you now or have you ever been commissioned a Notary Public in the State of Florida? ☐ Yes ☐ No (If No, you, must complete a 3 hour Notary education course and submit a signed certificate of completion. Fla. Stat. §668.50 (11)(b).)

If Yes: \_\_\_\_\_  
(Commission expiration date) (Commission number) (Name for which your commission was issued)

5. Have you held any professional licenses or commissions (other than Notary Public) in Florida during the past 10 years? ☐ Yes ☐ No  
If Yes, please list: \_\_\_\_\_  
Have any been revoked? ☐ Yes ☐ No (If Yes, you must submit a written statement about the nature of the action and a copy of the final order from the regulating agency.)
6. Have you been disciplined by a regulatory agency, including the Florida Bar, and including disciplinary action that is confidential? ☐ Yes ☐ No (If Yes, you must submit a written statement about the nature of the action and any supporting documentation, such as a copy of the final order from the regulating agency.)
7. Have you been convicted of a felony or have you had an adjudication of guilt withheld for a felony offense? ☐ Yes ☐ No (If Yes, you must submit a written statement of the nature of the offense(s), a copy of the court judgment and sentencing order. If convicted, you must submit a certificate of Restoration of Civil Rights.) \*Please note applicants are subject to FDLE background checks. Failure to disclose may result in suspension of the notary commission and/or be referred to FDLE. Fla. Stat. §117.01(4)\*
8. Are you currently on probation? ☐ Yes ☐ No

## **AFFIDAVIT OF CHARACTER**

STATE OF \_\_\_\_\_ COUNTY

I, \_\_\_\_\_ am unrelated to and have known \_\_\_\_\_  
(Print or Type Name of Affiant) (Name of Applicant)

for one year or more; and to the best of my knowledge and observation know him or her to be of good character.

My address is \_\_\_\_\_  
(Street) (City) (State) (County) (Zip)

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING AFFIDAVIT AND THAT THE FACTS STATED IN IT ARE TRUE.

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_\_) \_\_\_\_\_ X \_\_\_\_\_  
(or write "NONE") (or write "NONE") (Signature of Affiant)

**OATH OF OFFICE**

STATE OF FLORIDA

\_\_\_\_\_ COUNTY

I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the state; that I have read Chapter 117, Florida Statutes, and any amendments thereto, and know the duties, responsibilities, limitations, and powers of a notary public; and that I will well and faithfully perform the duties of Notary Public, State of Florida, on which I am now about to enter. So help me God\*

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING APPLICATION AND OATH, AND THAT THE FACTS STATED THEREIN ARE TRUE. I accept the Office of Notary Public, State of Florida.

X \_\_\_\_\_ / /  
(Official Signature of Applicant) (Date)

\*Note: If you affirm, you may omit the words  
"So help me God." Fla. Stat. §92.52.

(Print or Type Name – Name for which your commission will be issued) Must use legal first name, no initial.  
Acceptable options: Jonathan David Doe, Jon D. Doe, Jonathan Doe, Jonathan D. Doe

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**MEMORANDUM**

AS A GENERAL MATTER, APPLICATIONS FOR ALL POSITIONS WITHIN STATE GOVERNMENT ARE PUBLIC RECORDS, WHICH MAY BE VIEWED BY ANYONE UPON REQUEST. HOWEVER, THERE ARE SOME EXEMPTIONS FROM THE PUBLIC RECORDS LAW FOR IDENTIFYING INFORMATION RELATING TO CERTAIN ENUMERATED PERSONS, INCLUDING, BUT NOT LIMITED TO, PAST AND PRESENT LAW ENFORCEMENT OFFICERS AND THEIR FAMILIES, VICTIMS OF CERTAIN CRIMES, ETC. (SEE SECTION 119.071, FLORIDA STATUTES) IF YOU BELIEVE AN EXEMPTION FROM THE PUBLIC RECORDS LAW APPLIES TO YOUR FLORIDA NOTARY PUBLIC COMMISSION APPLICATION SUBMISSION, PLEASE OBTAIN A PUBLIC RECORDS EXEMPTION FORM FROM THE FLORIDA DEPARTMENT OF STATE BY ACCESSING THE FOLLOWING LINK AND FOLLOWING THE INSTRUCTIONS ON THE FORM: <https://dos.myflorida.com/sunbiz/other-services/subpoenas-and-public-records-exemption-requests/>:

# STATE OF FLORIDA BOND OF NOTARY PUBLIC

Secretary of State  
Notary Commissions

**FOR OFFICE USE ONLY**  
Approved by Department of State:

STATE OF FLORIDA

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ as Principal, and  
(Name of Applicant)

**RLI Insurance Company** ( 309 ) 692-1000  
(Imprint Name of Surety Company) (Telephone Number)

as Surety Company, give bond payable to any individual who may be harmed as a result of a breach of duty by said applicant acting in his/her official capacity as Notary Public, in the amount of Seven Thousand, Five Hundred Dollars (\$7,500) as assurance for the due discharge of the duties of his/her office of Notary Public and we do bind ourselves, and each of our heirs, executors and administrators, jointly and severally.

Applicant was, on the date of issuance of commission, bonded as a Notary Public in and for the State of Florida, to hold office for the term of four years in accordance with the Constitution and Laws of this State.

Now, therefore, if said applicant shall faithfully discharge the duties of the office of Notary Public, as prescribed by law, then this obligation shall be void.

X

(Signature of Applicant)

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

**RLI Insurance Company**

(Name of Surety Company)

P.O. Box 3967, Peoria, IL 61612

(Address of Surety Company)

**Vermost Insurance Agency**

(Name of Bonding Agency or Company)

1200 Belcher Road South, Suite 1, Largo, FL 33771

(Address of Bonding Agency or Company)

By X

*Darren J. Vermost*

(Signature of Florida Licensed Agent)

A273323

(Florida Licensed Agent Number)

Darren J. Vermost

(Printed name of Florida Licensed Agent)

(Affix Surety Seal)



Section 817.234(1)(b), F.S. "Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony in the third degree."

This bond shall be for Seven Thousand, Five Hundred Dollars (\$7,500).

After execution by surety company, the bond must be submitted to the Department of State for approval and filing before issuance of the notary public commission.



# VERMOST

INSURANCE AGENCY

*Your Protection & Peace of Mind Is Our Only Business*

ALL Prices  
INCLUDE  
Florida State  
& Local Sales  
Taxes\*

### Platinum Package \$174.99

- \$7500 Notary Bond, 4 year
- State Application Fee
- **FREE** Online Notary Course
- **FREE** Shipping
- Platinum Notary Self-Inking Seal
- \$5000 Errors & Omissions Insurance
- Hand-Held Seal Embosser
- FL Notary Public Primer
- Notary Public Recording Journal Book

**BEST  
Value**

### Wedding Package \$169.99

- \$7500 Notary Bond, 4 year
- State Application Fee
- **FREE** Online Notary Course
- **FREE** Shipping
- Platinum Notary Self-Inking Seal
- \$5000 Errors & Omissions Insurance
- Hand-Held Seal Embosser
- Marriage Kit

### Basic Package \$121.99

- \$7500 Notary Bond, 4 year
- State Application Fee
- **FREE** Online Notary Course
- **FREE** Shipping
- **Basic** Notary Self-Inking Seal
- \$5000 Errors & Omissions Insurance

## Notary Public Package & Supplies Pricing

Product Description	Price*
<b>Notary Public Package Options</b>	
Platinum Package <b>BEST Value</b>	<b>\$174.99</b>
Wedding Package	<b>\$169.99</b>
Basic Package	<b>\$121.99</b>
<b>Additional / Replacement Supplies</b>	
Basic Self-Inking Seal	<b>\$21.99</b>
Platinum Self-Inking Seal	<b>\$31.99</b>
Desk Seal Embosser	<b>\$44.99</b>
Hand-Held Seal Embosser	<b>\$31.99</b>
Marriage Kit	<b>\$36.95</b>
Florida Notary Public Primer	<b>\$26.95</b>
Notary Public Recording Journal Book	<b>\$21.95</b>
Name Change with New Basic Stamp	<b>\$46.99</b>
Address Change or Certificate Replacement	<b>No Charge</b>
<b>Additional Errors &amp; Omissions Insurance (4 Year Protection)</b>	
Upgrade to \$10,000 of E&O Protection	<b>\$15.00</b>
Upgrade to \$15,000 of E&O Protection	<b>\$40.00</b>
Upgrade to \$30,000 of E&O Protection	<b>\$60.00</b>
*Prices Include Florida State & Local Sales Tax when applicable.	

### Special Note Regarding Errors & Omissions (E&O) Insurance:

ALL of our packages include **\$5,000** worth of E&O Insurance protection.

We believe so strongly in your protection that we make it part of all of our packages.

**BUT, can you afford to hire an attorney to defend yourself if you make an unintentional mistake as a Notary Public?**

Don't leave yourself exposed; consider purchasing additional protection!

Mail Application & Order Form to: Vermost Insurance Agency • 1200 Belcher Rd S • Ste 1 • Largo, FL 33771  
727-748-2886 • 800-828-2226 • [www.FLNotaryPublic.com](http://www.FLNotaryPublic.com)

# Notary Public Supply Descriptions

Renewing?  
Check your  
supplies

– Self-Inking Seals – **trodaf**



## Basic Seal \$21.99

YOUR NAME HERE  
Notary Public, State of Florida  
My Comm. Expires Dec. 31, XXXX  
No. XX XXXXXX



## Platinum Seal \$31.99

Your Name Here  
Notary Public, State of Florida  
Commission No. XX XXXXXX  
My Commission Expires: XX/XX/XX



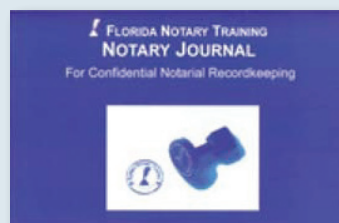
## Marriage Kit

Florida law allows ALL Notary Publics to perform marriage ceremonies. Our Wedding Kit includes everything you need to perform the ceremony—except the bride and groom. Kit includes:

- 10 Certificates Suitable for Framing
- 10 Gold Seals
- Sample Scripts
- Marriage Handbook

*Marriage Kit is included in the Wedding Package.*

**\$36.95**



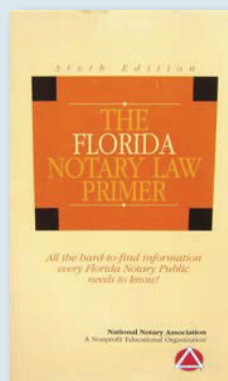
## Florida Notary Public Recording Journal

Efficient and confidential method of recording and protecting notarial

information. Room for 81 entries with sample jurats and simple easy to follow instructions.

*This is highly recommended for all Notary Publics. This item is included in the Platinum Package.*

**\$21.95**



## Florida Notary Public Primer

This manual explains the procedures, laws, and certificate wording you need to perform all of your Notary Public functions with confidence.

Great quick reference material!

*This item is included in the Platinum Package.*

**\$26.95**



## Hand-Held Seal Embosser

Lightweight, portable, hand-held embosser is used to leave a raised impression on your valuable papers. Includes a carrying case.

This embosser is NOT an official seal, but is useful with the Wedding Kit.

*Hand-Held Seal Embosser is included in the Wedding Package and the Platinum Package.*

**\$31.99**



## Desk Seal Embosser

More durable version of the hand-held embosser, and sits on your desk.

The Desk Embosser is NOT an official seal.

**\$44.99**



# VERMOST

INSURANCE AGENCY

*Your Protection & Peace of Mind Is Our Only Business*

## Notary Public Package & Supplies Order Form

Review the Price Chart Attached for Item Prices

### Notary Order Price Calculator

Package Description:

Package Cost

Package Promo Discount  
(code required \_\_\_\_\_)

—

Package Subtotal

+

Add'l Supplies Description:

Add'l Supplies Price

+

Add'l E&O Coverage Description:

Add'l E&O Coverage Price

+

Shipping

FREE

**TOTAL ORDER**

\$

## NEED HELP?

Call 727-748-2886  
or 800-828-2226

**Promo Discount Code required for discount.**

Discount applies to packages only.

**If you are a Veteran with 50% Disability Status, contact us for reduced rates.**

**Additional Items and Package Prices INCLUDE**

**Florida State & local sales taxes.**

**Tax exempt business', call for pricing.**

**Payment**

☐ Check # \_\_\_\_\_

☐ Money Order

☐ MasterCard

☐ Visa

Card #

Exp. Date   /

Signature: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Email for Special Offers & Updates: \_\_\_\_\_

### Special Note Regarding Errors & Omissions (E&O) Insurance:

ALL of our packages include **\$5,000** worth of E&O Insurance protection.

We believe so strongly in your protection that we make it part of all of our packages.

**Can you afford to hire an attorney to defend yourself if you make an unintentional mistake as a Notary Public?**

**Consider purchasing additional protection. Here are a few examples of how small mistakes can be costly:**

- A Notary was sued for allegedly affixing her seal to a forged signature. The judgment was rendered in favor of the Notary, BUT she still incurred legal fees for her defense.
- As an employee, a Notary, acting under instructions from a manager, witnessed signatures in a real estate transaction, which later proved to be forgeries. This Notary was held liable for \$5,000 in damages and \$2,493 in court costs.

Mail Application & Order Form to: Vermost Insurance Agency • 1200 Belcher Rd S • Ste 1 • Largo, FL 33771  
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