

THE FOLLOWING WILL PROVIDE YOU SOLEY WITH INFORMATION RELATED TO THE PRACTICE OF YOUR PROFESSION SUCH AS RENEWING YOUR COMMISSION, PROTECTING YOURSELF WITH NOTARY ERRORS & OMISSIONS INSURANCE, AND BEING EQUIPPED WITH THE LEGAL MARKING DEVICE TO PERFORM YOUR NOTARIZATIONS.

4 year Notary Bond \$50.00

**Price includes \$5,000.00 E & O insurance for your own personal protection when mandatory bond is purchased.*

State Filing Fee \$25.00

REMEMBER, AS A MEMBER YOU ARE PRIVY TO THE PACKAGE PRICING BELOW ON NOTARY STAMPS.

PURCHASE YOUR FOUR YEAR REQUIRED NOTARY BOND AND FOUR YEAR \$5,000.00 E & O INSURANCE FOR \$50.00. **Price includes \$5,000.00 E & O Insurance for your own personal protection when mandatory bond is purchased.*

CHANGE OF ADDRESS (Number & Street, Rural or P.O. Box)

CITY

STATE ZIP CODE

DAY PHONE(Must be filled in) E-MAIL ADDRESS

CURRENT EXP DATE (Must be filled in)

TO START THE RENEWAL PROCESS WITH OUR SERVICE COMPLETE THE FOLLOWING STEPS:

THREE STEPS TO COMPLETE TO RENEW YOUR NOTARY COMMISSION

1. WE HAVE ENCLOSED YOUR *NOTARY PUBLIC APPOINTMENT FORM* FOR YOUR CONVENIENCE. SIMPLY COMPLETE SECTION (A) WHICH IS THE NOTARY SURETY BOND, AS FOLLOWS: PRINT NAME ON THE LINE DESIGNATED "APPLICANT" AT THE (2). *DO NOT COMPLETE ANY OTHER BLANKS IN THIS SECTION.*
2. YOU WILL ALSO NEED TO COMPLETE SECTION (B) WHICH IS YOUR OATH. FILL IN (4),(5),(6). COMPLETE (7) WHICH IS YOUR SIGNATURE IN FRONT OF A NOTARY. COMPLETE (8) IF APPLICABLE. YOU NEED TO HAVE ANOTHER KANSAS NOTARY COMPLETE (9) AND THEN AFFIX AN IMPRESSION OF YOUR **CURRENT** STAMP IN (10).
3. AFTER YOU HAVE COMPLETED THE *NOTARY PUBLIC APPOINTMENT FORM* AND SIGNED IN THE DESIGNATED AREAS SEND YOUR *APPOINTMENT FORM* AND THIS COMPLETED FORM ALONG WITH A CHECK OR CREDIT CARD INFO IN THE POSTAGE PAID ENVELOPE TO **LMI NOTARY SERVICE**.

FOR CREDIT CARD CHARGES, COMPLETE THE FOLLOWING:

NAME OF CARDHOLDER: _____ TYPE OF CARD: [] VISA [] MASTERCARD
 ACCOUNT#: _____ EXPIRATION DATE: _____
 SIGNATURE OF CARDHOLDER _____

PLEASE USE THE FOLLOWING TO COMPUTE THE PRICE FOR THE OPTIONS YOU DESIRE.

NOTARY STAMPS & SUPPLIES

4 YEAR NOTARY BOND & 4 YEAR \$5,000.00 E & O INSURANCE	\$50.00	\$ _____	1 PREINKED RECTANGULAR STAMP		
<i>*Price includes 5K E & O for your own protection when mandatory bond is purchased</i>			Color: Blk__ Other__	\$20.00	\$ _____
SECRETARY OF STATE FILING FEE (MANDATORY)	\$25.00	\$ _____	2 PREINKED CIRCULAR STAMP		
			Color: Blk__ Other__	\$22.00	\$ _____
OPTIONAL ADD'L E & O			3 RECTANGULAR RUBBER STAMP	\$12.00	\$ _____
			4 CIRCULAR RUBBER STAMP	\$18.00	\$ _____
TOTAL OF \$10,000.00	\$30.00	\$ _____	5 CIRCULAR EMBOSSING SEAL	\$25.00	\$ _____
TOTAL OF \$15,000.00	\$50.00	\$ _____	6 LMI NOTARIAL RECORD BOOK	\$5.00	\$ _____
TOTAL OF \$25,000.00	\$75.00	\$ _____			
TOTAL ON THE ABOVE ITEMS	\$ _____		TOTAL DOLLAR AMOUNT OF ITEMS 1-6	\$ _____	

COMPLETE TOTAL \$ _____

All of the above items are shipped directly to you at no add'l fee

**Return to:
 LMI NOTARY SERVICE * 208 JAMES ST., SUITE B
 SEATTLE, WA 98104
 1-800-886-5299 Fax (206) 628-4690**

**LMI NOTARY SERVICE
208 JAMES ST., SUITE B
SEATTLE, WA 98104
1-800-886-5299**

FREE MEMBERSHIP JOIN NOW!!! Become a member of **LMI Notary Service**

LMI Notary Service is dedicated to helping notaries public in the U.S. perform their professional duties correctly, responsibly, and with pride for over thirty years! **We are here to answer your questions relating to your notary.**

With your membership you will receive access to our online site as well as our toll free telephone number and special notary package pricing when renewing along with the complete start to finish process.

As a member we will strive to educate you in many aspects of notarial practices. As an example we will show you that the 4 year \$7,500.00 NOTARY BOND protects the public and how Notary ERRORS & OMISSIONS INSURANCE protects YOU (the notary).

4 YEAR NOTARY BOND (REQUIRED BY THE STATE) The notary bond protects the public, it is not insurance for the notary. An injured party files a claim against the notary's bond. If collected by the claimant, the Bond Company collects reimbursement from the notary.

4 YEAR ERRORS & OMISSIONS INSURANCE (SEE REVERSE SIDE ON HOW WE WILL PROTECT YOU)

IF YOU THINK YOU PERSONALLY ARE COVERED BY YOUR NOTARY BOND, YOU ARE MISTAKEN. THE BOND PROTECTS THE PUBLIC -- NOT THE NOTARY.

Can you afford a costly lawsuit because you made an innocent mistake and were an easy "target" for someone trying to recover losses? Notary Public Errors and Omissions Insurance is your best safeguard against costly and time-consuming lawsuits. Even if no damages are awarded, you could incur thousands of dollars in legal fees if you aren't covered. You'll pay those defense costs out of your own pocket -- win or lose. More Notaries are being sued today than ever before. Even worse, costs for legal defense is soaring. ****Most Claims Are Not The Result Of Intentional Wrongdoing**** Simple human error is nearly always the culprit, but the Notary is liable nevertheless and must pay all damages resulting from improper notarial acts.

You've undoubtedly protected your personal effects from certain threats with other types of insurance such as car insurance, and homeowners/renters insurance. Don't neglect to protect your notarial acts with Notary Public Errors and Omissions Insurance. The term of the policy is the same as your commission. Policies may be purchased at a nominal premium with various limits. Don't wait. Protect yourself and those who depend on you . . . now! *****NOTARY BONDS PROTECT THE PUBLIC WE PROTECT THE NOTARY*****

Like any other professional, a notary must have:

- The proper equipment;
- Knowledge about the acts he/she is authorized to perform; and
- Protection against loss.

As a full-service company, we provide these essentials and much more.

[] CHECK THE BOX NOW AND RETURN THIS MEMBERSHIP FORM IN THE POSTAGE PAID ENVELOPE TO BEGIN RECEIVING YOUR BENEFITS IMMEDIATELY (pkg pricing when renewing your notary, toll free phone assistance, and online informational access)

KANSAS SECRETARY OF STATE
Notary Public Appointment Form

NO
62-01

A. Personal Information (PLEASE PRINT)

(1) Applicant Name: _____

(2) Residential Address: _____
Street Address (P.O. Box is not acceptable)

_____ City _____ State _____ Zip

(3) Business Address: _____
Street Address (P.O. Box is not acceptable)

_____ City _____ State _____ Zip

Do not write in this space.

(4) Affix an impression of applicant's seal.

(5) Daytime telephone number: _____

(6) Secondary telephone number: _____

(7) Give expiration date of most recent Kansas appointment:

_____ Month _____ Day _____ Year

B. Oath

I do solemnly swear that I am a resident of the state of Kansas, or a resident of a bordering state who regularly carries on a business or profession or is regularly employed in the state of Kansas; that I am over the age of 18 years and am able to read and write the English language; that I will support the Constitutions of the United States and the state of Kansas; that I have not been convicted of a felony or had a professional license revoked; and that I will faithfully discharge the duties of the office of Notary Public according to the law. So help me God.

(9) State of _____ }
County of _____ } ss.

(8) _____
Applicant signature

(10) Signed and sworn to before me this _____ day of _____, _____
Month Year

(11) My appointment expires: _____, _____ (SEAL)
Month Day Year

(12) _____
Notary's signature

C. Notary Surety Bond

Know All Persons By These Presents: That we, the above-named applicant as principal and

(13) CONTRACTORS BONDING AND INSURANCE COMPANY 1213 VALLEY STREET P.O. BOX 9271 SEATTLE WA 98109-0271
Name of Surety Company Address City State Zip

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 Kansas, to hold office for the term of four years in accordance with the 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. Further, we, the surety company, understand that we are required by K.S.A. 53-120 to report to the secretary of state the outcome on any claim filed on this bond.

(14) CONTRACTORS BONDING AND INSURANCE COMPANY
Surety

Date

Contact Information

Kansas Secretary of State
Ron Thornburgh
Memorial Hall, 1st Floor
120 S.W. 10th Avenue
Topeka, KS 66612-1594
(785) 296-2239
kssos@kssos.org
www.kssos.org

Instructions

1. Section A. Sureties

The law requires a notary public to be bonded in the sum of \$7,500 for a four (4) year period automatically coinciding with the appointment. You may be bonded by either: 1. Purchasing a commercial surety bond from an insurance company licensed to do business in Kansas. 2. Obtaining the signatures of two individuals who agree to act as personal sureties in your behalf (e.g., relatives, friends or co-workers).

Line 1 should have the name and complete address of the applicant's insurance company. If personal sureties are used, they should complete this section with their names and *residential* addresses.

Line 2 should be completed with the applicant's name. (Name should read *exactly* as it appears on the stamp.)

Line 3 should have the signature of the Attorney in Fact from the insurance company and also the date he/she signed the bond. An insurance company must affix a corporate seal or attach its Power of Attorney. If personal sureties are used, they should sign and date in the space provided.

2. Section B. Oath

Line 4 should contain the expiration date of the applicant's last appointment if he/she is currently a Kansas notary public or has ever been a Kansas notary public.

Line 5 should contain the applicant's daytime phone number.

Line 6 should contain an impression of the notary stamp which the applicant will be using. If the applicant chooses to use more than one stamp, an impression of each must appear in the space provided. The applicant may either use a "seal press" (impression seal) with the impression to be blackened, or a rubber stamp to be used with permanent ink. The seal must include the applicant's name and the words "Notary Public" and "state of Kansas." "My appt. exp. _____" also may be included. Although you must obtain your seal or stamp before completing the application process, you will *not* be authorized to notarize documents until you receive your certificate of appointment from the secretary of state.

Line 7 should be completed by the notary who notarizes the applicant's signature. This refers to the state and county in which the notarization actually takes place.

Line 8 should contain the name of the applicant. (Name should read *exactly* as it appears on the stamp.)

Line 9 should contain the *residential* address of the applicant. No post office boxes will be accepted.

Line 10 should contain the signature of the applicant who is notarized by another notary public. (Name should read *exactly* as it appears on the stamp.)

Line 11 should contain the date the oath was administered.

Line 12 should contain the expiration date of the notary public administering oath.

Line 13 should contain the signature of the notary who notarizes the applicant's signature. The notary's seal also must appear in the space provided to the right of his/her signature.

3. Notary Filing Fee

Attach your check of \$25 for filing the notary appointment form, made payable to the secretary of state.

Notice: There is a \$25 service fee for all returned checks.