

RECOMMENDED NOTARY PACKAGE	
Four Year \$10,000 Notary Bond <small>(\$5,000 Errors and Omissions Policy Included with Four Year Notary Bond Purchase)</small>	\$ 40.00
County Filing Fee	\$ 12.00
Reg. Rubber Stamp (with date)	\$ 7.00
*** Notary Record Book	\$ 8.00
*** "Seal"-Round Self-inking Stamp	\$ 25.00
<b>Total</b>	<b>\$ 92.00</b>

\*\*\* Purchase optional if you already have one.  
**AS PER LAW PASSED 5/12/03 NOTARY MUST HAVE RUBBER SEAL STAMP INSTEAD OF IMPRESSION SEAL. 8-16-301(b)**

Prices effective 10/29/08

**THIS IS NOT AN INVOICE**



P.O. Box 290-183 \* Nashville, TN 37229-0183  
 Toll Free Number 1-800-826-9241

**SEE COMPLETE INSTRUCTIONS ON NEXT PAGE**

Q0014470 - 201

**SEE BELOW FOR ITEM DESCRIPTIONS**

\*Four Year \$10,000 Notary Bond  
 (\$10,000 Errors and Omissions Policy Included with Four Year Notary Bond Purchase)

\*County Filing Fee  
 A. Reg. Rubber Stamp (with date)  
 B. Self-Inking Stamp (with date)  
 C. \*\*\*"Seal"-Round Stamp (for use with stamp pad)  
 D. \*\*\*"Seal"-Round Self-Inking Stamp (Name)

E. Notary Record Book  
 F. Jurat Stamp  
 G. Self-inking Jurat Stamp  
 H. Self-Study Course  
 I. Notary Public Duties Pamphlet  
 J. \$10,000 Errors & Omissions Policy  
 J. \$15,000 Errors & Omissions Policy  
 J. \$25,000 Errors & Omissions Policy  
 K. Membership in The American Society of Notaries (One Year Membership)

PRICE	QTY	AMOUNT
40.00	1	40.00
12.00	1	12.00
7.00		
16.00		
18.75		
25.00		
8.00		
14.00		
19.00		
35.00		
FREE	1	FREE
50.00		
65.00		
80.00		
39.00		

\* Required by Law  
 \*\* Choose at least one of these two

Amount Enclosed \$ \_\_\_\_\_

**Payment by:**

- Check  Money order (Make Check Payable to: Notary Public Underwriters, Inc.)
- Discover  Visa  Mastercard (Add 5% for Payment by Credit Card)

\_\_\_\_\_  
 (Card Number) (Expiration Date)  
 \_\_\_\_\_  
 (Signature) (Daytime Phone)

Your Current Notary Commission Expires:

Please detach and return Upper portion of this form.



**PRODUCT DESCRIPTIONS**



**A. REGULAR EXPIRATION STAMP**  
 Same imprint as the self-inking stamp except this stamp is made with high quality wood base and handle and requires a separate pad.

MY COMMISSION EXPIRES: JANUARY 3, 2009

**B. SELF-INKING EXPIRATION STAMP**  
 This is a rectangular black plastic cased stamp that contains its own ink supply and has your expiration date.



**C. "SEAL"-ROUND STAMP**  
 This stamp is made with a high quality base; handle and requires a separate stamp pad. Also available in heavy duty self-inking stamp.



**D. "SEAL"-ROUND SELF-INKING**  
 Handy and easy to use, this stamp is designed to produce a seal stamp with much higher readability. Sold with blue ink.



**F. JURAT STAMP**

**G. SELF-INKING JURAT STAMP**

Subscribed and sworn to before me in my Presence, this \_\_\_\_ day of \_\_\_\_\_, a Notary Public in and for the County of \_\_\_\_\_, State of \_\_\_\_\_  
 (Signature) Notary Public

My Commission expires \_\_\_\_\_

**E. NOTARY RECORD BOOK**  
 Each time you notarize a document Tennessee law requires certain information to be recorded in a record book. Our book is designed specifically to conform to the law and includes complete instructions on how to use it.



**H. NOTARY SELF-STUDY COURSE**  
**Do you really know what your duties and obligations are as a Notary?** It is vital for you to know your own state laws and the rules which apply to you as a Notary Public. Our Self-Study Course gives you valuable tips to help you prevent any future legal problems from arising from your notary business activities. Included in this course are types of certificates and their individual uses, problem case studies and much, much more. Studying at your own pace, you'll be amazed how fast you will learn from this well organized, systematic guiding study course.

**J. ERRORS & OMISSIONS POLICIES**  
 This is a 4-year policy that pays for damages in the event that you, the Notary, are sued due to a notarial act you performed. More importantly, it pays attorney fees even if you are wrongfully sued. Available in \$10,000, \$15,000, & \$25,000 policies. Call for quote on other amounts.

(See above for prices)

**APPLICATION AND BOND** - A simple three step process to obtain or renew your notary commission.

**STEP 1 - APPLICATION**

- Fill in all blanks.
- Print your name as you are registered to vote.
- Print your name as you wish to sign as a notary.
- Please sign your name as you wish to sign as a notary - **MUST MATCH NOTARY NAME. Your signature must be notarized by another Notary.**
- Please have the same Notary notarize your signature giving his/her date and putting his/her seal on the bottom of application.

**APPLICATION FOR NOTARY PUBLIC AT LARGE FOR TENNESSEE**  
Hamilton County, Tennessee

County Clerk Use Only  
 Check  
 Cash  
 Date

**Instructions**

1. Send \$12.00 with this notarized application. Make checks payable to "Hamilton County Clerk."
2. A notary desiring to make application for reappointment should apply to the County Clerk's Office eight weeks prior to the expiration of the previous commission.
3. After completing this application and returning it to the County Clerk's Office, the County Commission will consider the application at its next scheduled bi-monthly meeting.
4. Upon notification by the County Clerk's Office that you have been approved as Notary Public at Large, you must next secure a \$10,000 notary public surety bond payable to the State of Tennessee. The term of the bond shall be four years beginning on the date of the issuance of the commission by the Governor. After securing the bond, you must appear with said bond in Room 201 of the Hamilton County Courthouse. For additional information call 209-6500.

Check One:  New  Re-Appointment

PLEASE PRINT: Full Name Joshua Robert Cooper

Notary Name Joshua R. Cooper Social Security Number 417-02-5600  
 Print Name that you will use when notarizing documents. (Must match signature below.)

Residence Address 4408 May Road City Chattanooga State TN Zip 37408  
 (436) 443-9898 Birth Date 02/01/72 Gender male Race white

Residence Phone 436-365-1810 Business Phone \_\_\_\_\_

Name of Employer First Tennessee Bank City Chattanooga State TN Zip 37410  
 Business Address 18 Commerce Street

If presently commissioned as a Notary Public, give expiration date of most current commission 12, 18, 02

**ELIGIBILITY FOR ELECTION**

To qualify for a public office a person must be at least eighteen (18) years of age and be in compliance with Tennessee Code Annotated (TCA 8-18-101). All notaries must be a resident of the county, or have their principal place of business in the county from which they were elected. If an individual has his principal place of business in any county in the state of Tennessee, he shall be eligible for election as a notary at large, although he may reside in a state other than Tennessee (TCA 8-18-101).

All individuals meeting these qualifications are eligible for election as a notary public at large except the following persons:

- (1) Those who have been convicted of offering or giving a bribe, or of larceny, or any other offense declared infamous by law, unless restored to citizenship in the mode pointed out by law;
- (2) Those against whom there is a judgment unpaid for any moneys received by them, in any official capacity, due to the United States, to this state, or any city of this state;
- (3) Those who are defaulters to the treasury at the time of the election, and the election of any such person shall be void;
- (4) Soldiers, sailors, marines, or airmen in the regular army or navy or air force of the United States; and
- (5) Members of congress, army, or navy holding any office of profit or trust under any foreign power, other state of the union, or under the United States. (8-18-101).

I certify that this application has been completed and returned by me and to the best of my knowledge and belief is a true and complete application made in good faith pursuant to the provisions of Chapters 16 and 18, Article 8, of the Tennessee Code Annotated, dealing with Notaries Public.

Please photocopy this form for your records before submitting to County Clerk.

Applicant's Signature Joshua R. Cooper Date 5/17/02  
 (Must match "Notary Name" above)

**For District Attorney General's Office Use Only**  
 Notary Application Eligibility Date \_\_\_\_\_

Applicant screened by Hamilton County District Attorney General's Office. Applicant found

Eligible  
 Ineligible

in accordance with Tennessee Code Annotated 8-18-101.

District Attorney General Representative \_\_\_\_\_

† Applicant's Signature Must Be Notarized.  
 Sworn to and subscribed before me this 27th  
 day of April, 2002  
Stephanne B. Aono  
 Signature of Notary Public and Seal  
 My commission expires August 23, 2003

Application for Notary Public/BK-205.6.20.01

**STEP 2 - COUPON**

- Fill in the enclosed coupon. The lines under the "Amount" column contains the recommended Notary products package.

**STEP 3 - THEN MAIL THE COUPON AND APPLICATION ALONG WITH A CHECK MADE PAYABLE TO NOTARY PUBLIC UNDERWRITERS, INC.**

Mail To:  
 Notary Public Underwriters, Inc.  
 P.O. Box 290-183  
 Nashville, TN 37229-0183

We will file your application with the county at the appropriate time. Upon receipt of your appointment letter from the county we will send your \$10,000 Notary Public Bond and Oath of Office to you for completion. Your county requires that you, "the applicant", bring the Bond and Oath of Office personally to the County Court House.

On the same day that our company is notified by the county, we will send the products that you ordered, complete your Bond and send it to you.

Please sign this Bond in front of the County Clerk. You must do this to receive your certification.

