

**RECOMMENDED NOTARY PACKAGE**

Four Year \$10,000 Notary Bond	\$ 40.00
<i>(\$5,000 Errors and Omissions Policy Included with Four Year Notary Bond Purchase)</i>	
County Filing Fee	\$ 19.00
Reg. Rubber Stamp (with date)	\$ 7.00
*** Notary Record Book	\$ 8.00
*** "Seal"-Round Self-inking Stamp	\$ 25.00
<b>Total</b>	<b>\$ 99.00</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 1/23/09

**THIS IS NOT AN INVOICE**

**—Notary Public—**

UNDERWRITERS OF TENNESSEE, INC.

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**

	PRICE	QTY	AMOUNT
*Four Year \$10,000 Notary Bond	40.00	1	40.00
<i>(\$10,000 Errors and Omissions Policy Included with Four Year Notary Bond Purchase)</i>			
*County Filing Fee	19.00	1	19.00
A. Reg. Rubber Stamp (with date)	7.00		
B. Self-Inking Stamp (with date)	16.00		
C. **"Seal"-Round Stamp (for use with stamp pad)	18.75		
D. **"Seal"-Round Self-Inking Stamp (Name)	25.00		
E. Notary Record Book	8.00		
F. Jurat Stamp	14.00		
G. Self-inking Jurat Stamp	19.00		
H. Self-Study Course	35.00		
I. Notary Public Duties Pamphlet	FREE	1	FREE
J. \$10,000 Errors & Omissions Policy	50.00		
J. \$15,000 Errors & Omissions Policy	65.00		
J. \$25,000 Errors & Omissions Policy	80.00		
K. Membership in The American Society of Notaries (One Year Membership)	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.

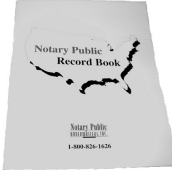


**D. "SEAL"-ROUND SELF-INKING**  
 Handy and easy to use, this stamp is designed to produce a seal stamp with much higher readability. Sold with blue ink.



**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.

**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.



**F. 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 \_\_\_\_\_

**G. SELF-INKING JURAT STAMP**

**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 your notary commission.

**STEP 1 – APPLICATION**

- Fill in all blanks.
- 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 PRINTED NAME ABOVE.**
- **YOUR SIGNATURE MUST BE NOTARIZED BY ANOTHER NOTARY.** Please have a Notary or County Clerk sign his/her name name, give his/her expiration date and place his/her seal on the application.

The form is titled "Knox County Clerk" and includes the address "300 Main St. Knoxville, TN 37902 (865)215-2383". It is an "APPLICATION FOR NOTARY PUBLIC" with a "Date of Application" box. It asks for "New Commission \$19.00" or "Renewal \$19.00" and provides fields for "Full Name" (First, Middle, Last), "Date of Birth", "Residence Address", "City", "State", "Zip Code", "Telephone", "Name of Employer", and "Principle Business Address". It contains a list of 9 questions regarding citizenship, age, residency, criminal history, and previous notary status, each with "Yes" and "No" checkboxes. A notary seal is stamped over the form, and a signature is written in the "Applicant's Signature" field. Handwritten arrows point from the instructions on the left to the signature line and the notary seal area.

**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. IN THE ENCLOSED SELF-ADDRESSED ENVELOPE.**

**Mail To:**  
**Notary Public Underwriters, Inc.**  
**P.O. Box 290-183**  
**Nashville, TN 37229-0189**

We will file your application with the county at the appropriate time. Upon Notification of your appointment from the county we will make the products you have ordered. We will then send the products along with your \$10,000 Bond and Oath of Office to you. **(IN ORDER TO RECEIVE YOUR NOTARY CERTIFICATION YOU ARE REQUIRED TO TAKE YOUR BOND AND OATH OF OFFICE TO THE COUNTY COURT HOUSE AND SIGN YOUR BOND IN FRONT OF THE COUNTY CLERK.)**

If you have any questions or need additional forms, please call us at 1-800-826-9241 or visit our website at [www.npuinc.com](http://www.npuinc.com)



# Knox County Clerk

300 Main St. Knoxville, TN 37902 (865)215-2383

## APPLICATION FOR NOTARY PUBLIC

New Commission \$19.00     Renewal \$19.00 (Expiration Date: \_\_\_\_\_ )

**Date of Application:**

\_\_\_\_\_

Full Name (*Print as you want it to appear on your notary commission.*)

\_\_\_\_\_ Date of Birth: \_\_\_\_\_  
First Middle Last

Residence Address: \_\_\_\_\_  
Street Address (No P.O. Box)

\_\_\_\_\_ City State Zip Code Telephone

Name of Employer: \_\_\_\_\_

Principle Business Address: \_\_\_\_\_  
Street Address (No P.O. Box)

\_\_\_\_\_ City State Zip Code Telephone

Please answer the following:

1. Are you a citizen of the United States or a legal permanent resident?  Yes  No
2. Are you presently at least 18 years of age?  Yes  No
3. How long have you been a resident of the State of Tennessee?  Yes  No
4. Have you ever been convicted of offering or giving a bribe, of larceny, or of any other offense declared infamous by law?  Yes  No
5. Are there any unpaid judgments against you for money received in an official capacity due to the State, County, or U.S. Government or are you in default to the Treasury?  Yes  No
6. Are you presently a Soldier, Seaman, Marine or Airman in the regular Army, Navy, or Air Force of the United States, a member of Congress, or a person holding any office of trust under foreign or domestic government?  Yes  No
7. Have you ever been removed from the office of Notary Public for official misconduct?  Yes  No
8. Have you ever had a Notarial Commission revoked or suspended by this or any other state?  Yes  No
9. Have you ever engaged in the unauthorized practice of law?  Yes  No

*I certify that this application has been completed and examined 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 ad 18, Title 8, of the Tennessee Code Annotated, dealing with Notaries Public.*

\_\_\_\_\_  
Applicant's Signature (Must match "Notary Name" above)

\_\_\_\_\_  
Date

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Signature of Deputy Clerk or Notary Public & Seal