

TO NOTARIZE OR NOT TO NOTARIZE

TYPE DOCUMENT			YES	NO	COMMENTS
CONTRACTS			X		Document which signature(s) notarized if applicable
CO-SIGNOR AGREEMENTS			X		Document which signature(s) notarized if applicable
COURT DOCUMENT TO BE FILED			X		Document which signature(s) notarized if applicable
FINANCIAL PAPERS			X		Document which signature(s) notarized if applicable
FOREIGN DOCUMENTS			X		Document which signature(s) notarized if applicable
INSURANCE APPLICATIONS			X		Document which signature(s) notarized if applicable
LETTERS REQUIRING SIGNATURES			X		Document which signature(s) notarized if applicable
LOAN AGREEMENTS			X		Document which signature(s) notarized if applicable
MORTGAGE PAPERS				X	
PASSPORT APPLICATIONS -FOREIGN			X		Document which signature(s) notarized if applicable
PASSPORT- PARENTAL CONSENT				X	
POWER OF ATTORNEYS			X		Document which signature(s) notarized if applicable
QUIT CLAIM DEED				X	
RECOGNITION OF PARENTAGE (ROP)			X		Document which signature(s) notarized if applicable
RELEASE OF FUNDS			X		Document which signature(s) notarized if applicable
RENTAL AGREEMENTS			X		Document which signature(s) notarized if applicable
RETIREMENT/ANNUITY RELEASE			X		Document which signature(s) notarized if applicable
STATEMENTS REQUIRING SIGNATURE			X		Document which signature(s) notarized if applicable
WILLS				X	
WITNESS			X		Customer may provide witness(es) Need Valid ID for all If staff are witnesses fee is \$1 per signature per document fee is \$1 each signature per document witnessed

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