Notary Services Handout

What is a Notary Public?

- According to MN Department of Health, “a notary public is a person licensed or commissioned by a state government. In Minnesota, the Secretary of State licenses notaries public.”

Where can I find a Notary Public?

- For any state, you could start by searching the internet for “notary public” with the name of your state.
- In Minnesota, you could find a notary public by searching on the Minnesota Notary Public website at https://notary.sos.state.mn.us/Search/SearchForNotary. This allows you to search by city, county or the name of the notary public.
- Local county office usually provides notary services. For example, Hennepin County Service Centers provides notary services for certain documents. There are several locations available and you need to make an appointment ahead of time at https://qw-hennepincounty.us.qmatic.cloud/qmaticwebbooking/index.html#/.
- Most UPS stores offer notary service. You could check https://www.theupsstore.com/store-services/notary-services to find out the nearest store location and make appointments.
- Most banks provide notary service. Please check with your bank to see if an appointment is required.
- According to Minnesota Department of Health, copy services and some libraries often provide notary services to the public, as well as your place of employment.

Can I get a document or my signature notarized online or at home?

- A remote online notary public could perform notarization online.
- You can search the Minnesota Notary Public Website to see if a Notary Public is authorized to perform remote online notarizations.
- The best way to find a remote notary is to search the internet for “remote notary” or check with the potential notaries mentioned above to see if they can notarize online.
- There are also mobile notary services available and you could find one online. Generally, if you choose the mobile notary service, a notary will travel to your home to notarize your documents. Remember to check online for the notary’s qualification at Minnesota Notary Public Website.

What do I need to do to get my documents notarized?

- Make sure that you do not sign documents ahead of time.
- Bring a current photo ID (valid driver’s license or state ID, etc.) to the notary public.
- Sign the document in front of the notary public.

Resources

- Department of Health’s page on Notary Information: https://www.health.state.mn.us/people/vitalrecords/notary.html#:~:text=If%20you%20live%20in%20Minnesota,may%20have%20notary%20services.
- Minnesota Notary Public Website: https://notary.sos.state.mn.us/search/searchfornotary.

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