



What to Bring to Your Notary Appointment

To ensure your notarization is completed smoothly and without delays, please come prepared with the following:

1. Valid Government-Issued Photo ID

All signers must present a **current, unexpired** ID, such as:

- Texas Driver's License
- State ID Card
- U.S. Passport
- U.S. Military ID

The name on the ID must **match the name on the document** being notarized.

2. Your Unsigned Document

Bring the full document that needs to be notarized.

Do not sign it ahead of time.

Your signature must be completed in front of the notary.

3. All Signers Must Be Present

Every person whose signature is being notarized must:

- Be physically present
 - Have valid ID
 - Be able to understand what they are signing
-



What to Bring to Your Notary Appointment

4. Know What Type of Notarization You Need

If your document requires:

- An **Acknowledgment** (you acknowledge signing), or
- A **Jurat** (you swear or affirm the contents are true),

Please let me know. If you are unsure, I can review the document and help identify the correct notarial act.

5. **Bring Any Required Witnesses**

Some documents require one or two witnesses in addition to the notary (such as certain powers of attorney or estate documents).

Unless arranged in advance, you are responsible for providing your own witnesses.

How to Prepare for Your Appointment

To make your notarization fast and stress-free:

- ✓ Review your document before the appointment
 - ✓ Make sure all pages are included
 - ✓ Fill out all information except your signature
 - ✓ Bring any supporting documents if required
 - ✓ Confirm all names match your ID
-

Important Texas Notary Rules

As a Texas Notary, I must follow state law. This means:

- I cannot notarize incomplete documents
- I cannot notarize if the signer is not present
- I cannot notarize if the signer does not have proper ID
- I cannot provide legal advice or draft documents

These rules protect you and ensure your document is legally valid.