



208 James St, Suite B, Seattle, WA 98104

Phone: (206) 622-2643

(800) 886-5299

Fax: (206) 628-4690

info@beanotary.com

Finest Quality, Fastest Service, At The Lowest Possible Cost!

IMPORTANT

Thank you for choosing LMI Notary Service to assist with your Notary appointment. It is our mission to provide you with the best service and quality products that you will need to have while commissioned as a Notary Public.

Below is a checklist for you to follow to complete your process:

- ☐ 1. Download your Notary Bond from www.BeANotary.com
- ☐ 2. Have your signature notarized on your Notary Bond and place an impression of current stamp impression on application (if not ordering new stamp from LMI Notary)
- ☐ 3. Mail the **original** of your completed Notary Bond AND **original** State application to LMI for processing and filing.
- ☐ 4. At this time, we will create your Notary Seal, place the impression on your State application, and ship the new stamp to you if one is purchased through our office.
- ☐ 5. We will file your **original** Notary Bond and application along with your \$25.00 licensing fee with the Secretary of State once your **original** paperwork has arrived to our office.
- ☐ 6. You will receive your new commission from the Secretary of State a few weeks after we've filed your paperwork with the Secretary of State.

Call with any questions you may have during this process!