

# Mortgage Signers - Notary Information Sheet

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Last Name

First Name

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Company name payment will be made to (optional)

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Address

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City, State, Zip

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Work Phone

Cell Phone

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Home Phone

Fax

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E-mail

Areas you will cover and comments

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**By checking the boxes below, you are affirming (stating “yes”) to the statements below**

- I am a legal resident of the state I live in
- I am 18 years or older
- I have completed the written exam by I want to sign up while I am waiting
- I have never been convicted of a felony, misdemeanor, or crime
- I only speak English
- I speak other languages and I have listed those in the comment section above.
  
- I have a valid automobile operator’s license issued in the state of \_\_\_\_\_ expiring on \_\_\_\_\_, with a license number of \_\_\_\_\_.
- I do not have a valid automobile operator’s license

- The name of my automobile operator’s license and policy limits are \_\_\_\_\_ expiring on \_\_\_\_\_
- I do not have automobile insurance

- I am familiar with Real Estate Loan document signings
  
- I am able to download and print documents (requires a printer with multiple trays and full duplex)  
If yes, please list type of printer: \_\_\_\_\_

I am registered as:

- Independent notary
- Single-use notary
- Staff notary
- Regional signing company
- Nationwide signing company

**Current Employer/Contractor/Attorney Firm**

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Name

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Address

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City, State, Zip

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Position

Employment Start Date

**Notary Experience**

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Years Experience

State

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License Number

Expiration Date

I am not a public notary. Please send me further information on becoming a public notary.

**How did you learn of our organization?**

- Company image
- Notary Association
- Friend
- Relative
- Newspaper
- Other

## Availability

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Sunday

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Monday

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Tuesday

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Wednesday

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Thursday

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Friday

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Saturday

I UNDERSTAND THAT ANY OMISSION OR MISREPRESENTATION OF MATERIAL FACT IN THIS FORM MAY RESULT IN REFUSAL OF MORTGAGE SIGNERS TO INCLUDE ME ON ITS LIST OF REGISTERED NOTARIES FOR THE PURPOSE OF CONDUCTING SIGN UP SERVICES. I EXPRESSLY AUTHORIZE THE COMPANY TO MAKE ANY INVESTIGATION OF MY BACKGROUND DEEMED NECESSARY INCLUDING THE RIGHT TO CONTACT REPORTING AGENCIES FOR THE PURPOSE OF PROCURING INFORMATION RELATING TO MY CHARACTER, CRIMINAL RECORD AND MOTOR VEHICLE RECORD. I UNDERSTAND I MAY RECEIVE A COPY OF THE REPORT OBTAINED UPON REQUEST. I FURTHER UNDERSTAND THAT OUR AGREEMENT IS THAT OF AN INDEPENDENT CONTRACT. I UNDERSTAND THAT A NOTARY PUBLIC IS HELD TO A HIGH STANDARD OF OBLIGATION RELATIVE TO HIS OR HER DUTIES AND IS LIABLE TO PERSONS INJURED FOR ALL DAMAGES SUSTAINED BECAUSE OF OFFICIAL MISCONDUCT OR NEGLIGENCE REGARDLESS OF THE NOTARY'S INTENTION. STATE LAW MAY REQUIRE THAT NOTARIES PUBLIC BE BONDED, BUT I UNDERSTAND THAT I REMAIN PERSONALLY LIABLE TO THE FULL EXTENT OF DAMAGE SUSTAINED AND WILL DEFEND, INDEMNIFY AND HOLD FIRST AMERICAN SIGNATURE SERVICES HARMLESS FROM AND AGAINST ANY SUCH DAMAGES.

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Name

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Signature

Date