

REQUIREMENTS FOR NOTARY COMMISSION NAME AND SIGNATURE

COMMISSION NAME

OAR 160-100-0020 states that the notary's commission name must be your **full legal name, including first name, any middle name or names, and your last name. Your first and middle names must be spelled out**, you can't use initials.

COMMISSION SIGNATURE

OAR 160-100-0030 states that the notary's commission signature on certificates must be **the same as the signature on your oath of office**. If you hate your middle name, or habitually sign important documents with just your first and last name, you do not have to include your middle name in your commission signature.

COMMISSION STAMP

OAR 160-100-0100 specifies the content of the notary stamp, including the notary's commission name.

WHAT DOES THIS MEAN FOR ME?

- Your signature does not have to be the same as your commission name.
- Your signature does not have to be legible. It just has to match the commission signature on file with the Secretary of State.
- Both your commission name and your commission signature have to be verifiable by ID—that is, you must have an acceptable form of ID that shows your commission name and commission signature. For most people this will be your driver's license, but it can be any of the IDs that are acceptable for a notarization.

WHAT IF I GET RESISTANCE FROM SIGNERS OR RECIPIENTS OF NOTARIZED DOCUMENTS?

- Explain that you are following the requirements of Oregon law. As a notary you must do so, regardless of where the notarized document is being sent.
- You may refer them to us if they have questions or concerns: they can reach us at NotarySeminar.SOS@sos.oregon.gov, or 503-986-2200. Or we can reach out to them for you. We have your back!