Notary Program
Corporation Division

Eloisa Yarbrough
Division Director

Displaying List of Notary Fees OAR 160-100-0410

"A notary public who charges a fee for a notarial act shall either display a list of notary fees specified in OAR 160-100-0400 in a conspicuous location in the notary public's place of business or give a copy of the notice to any person requesting a notarial act to read before having the notarial act performed. A place of business is the notary public's residence, business office or any other location in which the notary public performs a notarial act."

In other words, you must clearly display the fees you charge, or give the client a written list of those fees, before you notarize for that client, if you wish to charge them. If you do not charge them, there is no need to show the fees.

If you signed the waiver on the notary application, you may not charge. To verify or change the waiver status call (503) 986-2200.

Fees
OAR 160-100-0400(1)
A notary public shall not charge, attempt to charge, or receive a notary fee that is more than $10 per notarial act:
$10 for taking an **acknowledgement**.
$10 for taking a **verification upon an oath or affirmation**.
$10 for **certifying a copy** of a document.
$10 for **witnessing or attesting** a signature.
$10 for **protesting commercial paper,** except $0 for a check drawn on an insolvent financial institution.
$10 for **administering an oath or affirmation without a signature**.

OAR 160-100-0400(2)
In accordance with ORS 194.400(2)(a)(b) and 194.400(3), a notary may also charge for traveling to perform a notarial act.

OAR 160-100-0400(3)
A notary public performing a remote online notarization shall not charge, attempt to charge, or receive a notary fee that is more than $25 per notarial act.

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Information (503) 986-2200

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