

STATE OF LOUISIANA
SECRETARY OF STATE

Nancy Landry
Secretary of State

Notary Division
(225) 922-0507

Fax Numbers
(225) 932-5359 Notary



**TRANSMITTAL INFORMATION
For All Notary Filings**

Please indicate payment and contact information below

Check or Money Order Enclosed

Use credit card on file*
Last 4 digits of card on file _____

* Do not include credit card information on this form. To store credit card information on file, navigate to sos.la.gov/notarysignin, create an account, if necessary, and sign in. Click Update Master Account, and then click Manage Saved Payments. Please provide your email address and last 4 digits of the stored credit card on this form so we can retrieve your payment information.

Name of Person Filing Document

Address

City

State


Zip Code

Daytime Phone Number

Fax Number

Email Address

Mailing Address: P. O. Box 94125, Baton Rouge, LA 70804-9125
Physical Address: 8585 Archives Ave., Baton Rouge, LA 70809
www.sos.la.gov

| | | | | |
|---|--|------|-------|-----|
| <p>Nancy Landry Secretary of State</p>  | <p>Application for Non Resident Ex officio Status La. R. S. 35:412</p> | | | |
| <p>Applicant must apply separately for each parish in which he maintains an office.</p> | | | | |
| <p style="text-align: center;">Name</p> | | | | |
| <p style="text-align: center;">Parish of Office</p> | | | | |
| <p style="text-align: center;">Residence Address</p> | Street | City | State | Zip |
| <p style="text-align: center;">Office Address</p> | Street | City | State | Zip |
| <p style="text-align: center;">Office Telephone #</p> | | | | |
| <p style="text-align: center;">Name of Firm</p> | | | | |

I hereby certify that the information provided in this application is true and correct. I understand that my ex officio notary status allows me to exercise the powers and functions of a notary public only in the parish in which I am applying and maintain an office open to the public for the practice of law.

Date **Signature of Applicant**

Please attach the following to this application:

1. Original Oath of Office (properly executed)
2. Original Letter of Good Standing from the Supreme Court
3. Original Notary Bond (\$10,000 signed by the parish clerk of court) or Original Error & Omission Policy (\$10,000)
4. Official Signature Page

Return all completed paperwork to the Notary Division at the above mentioned address.