

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

**STATEMENT OF OFFICER**  
(Pursuant to Art. XVI, Section 1, Texas Constitution)

I, \_\_\_\_\_, do solemnly swear (or affirm), that I have not directly or indirectly paid,  
(Applicant's Name)  
offered, promised to pay, contributed, or promised to contribute any money, or valuable thing, or promised any public office  
or employment, as a reward to secure my appointment or confirmation thereof, so help me God.

x \_\_\_\_\_  
(Applicant's Signature)

SWORN TO and Subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
(Notary Public Signature)

(Seal)

=====

**OFFICIAL NOTARY PUBLIC BOND FOR THE STATE OF TEXAS**

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

KNOW ALL PERSONS BY THESE PRESENTS: THAT WE, \_\_\_\_\_  
(Applicant's Name)

AS PRINCIPAL AND \_\_\_\_\_ Western Surety \_\_\_\_\_ A CORPORATION DULY LICENSED TO DO  
BUSINESS IN THE STATE OF TEXAS, AS SURETY, ARE HELD AND FIRMLY BOUND UNTO THE GOVERNOR OF THE STATE OF TEXAS AND  
TO HIS/HER SUCCESSORS IN OFFICE, IN THE SUM OF TEN THOUSAND DOLLARS (\$10,000) FOR THE PAYMENT OF WHICH, WELL AND  
TRULY TO BE MADE WE BIND OURSELVES, OUR HEIRS, EXECUTORS AND ADMINISTRATORS JOINTLY AND SEVERALLY BY THESE  
PRESENTS.

THE CONDITION OF THIS BOND IS SUCH THAT THE ABOVE NAMED PRINCIPAL HAS BEEN APPOINTED A NOTARY PUBLIC FOR THE STATE  
OF TEXAS SHALL FAITHFULLY PERFORM THE DUTIES OF SAID OFFICE OF NOTARY PUBLIC, THEN THIS SHALL BECOME NULL AND VOID,  
OTHERWISE IT SHALL REMAIN IN FULL FORCE AND EFFECT.

WITNESS OUR HANDS ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
Western Surety  
INSURANCE OR BONDING COMPANY

BY \_\_\_\_\_  
SIGNATURE OF SURETY OFFICER OR ATTORNEY IN FACT

\_\_\_\_\_  
Insurance Network of Texas  
AGENCY NAME

x \_\_\_\_\_  
SIGNATURE OF PRINCIPAL (APPLICANT)

\_\_\_\_\_  
143 E. Austin, Giddings, TX 78942  
AGENCY ADDRESS

\_\_\_\_\_  
COUNTERSIGNED, TEXAS RESIDENT AGENT

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**INSTRUCTIONS**

Complete the reverse side of this form using black ink or a typewriter.

Execute the **Statement of Officer** before a notary public.

Take the **Official Bond** to any insurance or bonding company for completion. Only a bond written on a company licensed in Texas to issue fidelity and  
surety bonds will be accepted. Whenever a non-resident agent executes the bond, it must be countersigned by a Texas resident agent. A company  
seal on the bond is not required. A premium will be collected by the insurance/surety company where you purchase the surety bond. The Texas  
Department of Insurance does not have a standard premium rate for this bond limit: thus YOU must check with the insurance/surety company for their  
approved premium rate.

RENEWALS: Same procedure and fees as required for obtaining original commission. A notary public may be reappointed upon the submission of a  
new application not earlier than ninety (90) days prior to the expiration of the notary public's term. A notary public who is not reappointed on or before  
the expiration date of the term of the notary public is serving will be appointed for a new term expiring four years from the date of qualification.

COSTS TO BE A TEXAS NOTARY PUBLIC: Secretary of State fees \$21.00, applicable premium payable to the insurance/surety company where you  
purchase a \$10,000 surety bond, and the costs of purchasing a personalized notary seal and record book (available from an office SUPPLY company).

Return the completed application, executed statement of officer and bond, and \$21.00 payable to the Secretary of State to: Secretary of State of  
Texas, Notary Public Unit, P.O. Box 13375, Austin, Texas 78711-3375 or 1019 Brazons, Austin, Texas 78701.

APPLICATION FOR APPOINTMENT AS A TEXAS NOTARY PUBLIC
Type or Print Using Black Ink Only!

(1) NAME TO BE USED AS A NOTARY PUBLIC:

(LAST) (FIRST) (MIDDLE) (SUFFIX)

(2) SOCIAL SECURITY #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ \*

(3)a. TEXAS DRIVER'S LICENSE #: \_\_\_\_\_
OR OTHER OFFICIAL STATE-ISSUED ID

b. STATE: \_\_\_\_\_ #: \_\_\_\_\_

(4) MAILING ADDRESS:

(STREET ADDRESS/RURAL ROUTE) (CITY) (STATE) (ZIP CODE)

(5) RESIDENCE COUNTY: \_\_\_\_\_

(6) DATE OF BIRTH: \_\_\_\_\_
(Month/Day/Year)

(7) \_\_\_\_\_ YES \_\_\_\_\_ NO IS THIS A RENEWAL?
If YES, give date your present commission expires \_\_\_\_\_
(Month/Day/Year)

Name in which your present commission was issued \_\_\_\_\_

(8) \_\_\_\_\_ YES \_\_\_\_\_ NO HAVE YOU EVER BEEN CONVICTED OF A FELONY, MISDEMEANOR, OR CRIME INVOLVING MORAL TURPITUDE? If you answer YES, submit a copy of the final conviction and sentence, or a statement of the facts of the restitution of citizenship rights. APPLICATIONS ARE SUBJECT TO A BACKGROUND INVESTIGATION.

(9) \_\_\_\_\_ YES \_\_\_\_\_ NO ARE YOU A LEGAL RESIDENT OF TEXAS?

I hereby apply for appointment as a Notary Public in the state of Texas, and certify that the information herein provided is true and correct and that I am not disqualified by law or any other reason from holding the office of Notary Public.

x \_\_\_\_\_
SIGNATURE OF APPLICANT
SIGNATURE ABOVE AND NAME # (1) MUST MATCH.

INFORMATION

\*The disclosure of your social security number is mandatory. Its solicitation is authorized by Chapter 406 of the Government Code and is used to maintain accuracy of the notary records.

ELIGIBILITY: To hold the office of notary public an applicant must be at least 18 years of age and a legal resident of the State of Texas and must not have been convicted of a felony or crime involving moral turpitude.

NAME TO BE USED AS A NOTARY PUBLIC: When asked in #1 to provide the name to be used as a notary public, you should enter the name exactly as you intend to sign documents when acting as a notary public. Your commission will be issued in the name you choose. The name can be the full legal name or any variation thereof. For instance, if your full legal name is Gloria Ann Smith, you may choose to qualify as a Notary Public under the name Gloria A. Smith. There is not a statutory requirement that you use your full legal name. However, when signing as a Notary Public, you may use only the name you qualified under. Examples of a Suffix are: Sr., Jr., III.

CRIMINAL CONVICTION: A criminal conviction does not automatically render you ineligible to hold the office of notary public. The application will be reviewed to make a determination on whether the applicant is eligible to become a notary public.

SIGNATURE: For Signature of Applicant you must sign the name you will use when acting as a notary public. For instance, if you print the name Gloria A. Smith in # (1), you must sign Gloria A. Smith for Signature of Applicant. If #1 name and signature of applicant do not match, the application will be rejected and returned.

QUESTIONS: Any questions concerning the completion of the application may be directed to the Notary Public Unit at (512) 463-5705.