AMENDATORY SECTION (Amending WSR 21-05-039, filed 2/11/21, effective 3/14/21)

WAC 308-30-030 Application process for notary public commission. (1) To apply for a notary public commission, an applicant who meets the requirements of RCW 42.45.200(2) shall submit an application on forms provided by the department. The application shall include:

(a) Evidence of a ((~~ten thousand dollar~~)) $10,000 surety bond, signed by the notary public, that conforms to RCW 42.45.200(4);

(b) Payment of the prescribed fee; and

(c) A signed and notarized oath of office.

(2) As part of a notary public commission application, an applicant shall provide both their legal name and their commission name. The applicant's commission name must contain their surname, and at least the initials of the applicant's first and middle name.

(3) To apply for an electronic records notary public endorsement, an applicant who meets the requirements of RCW 42.45.200(7) shall submit an electronic records notary public application on forms provided by the department and pay the prescribed fee.

(4) An applicant may only apply for an electronic records notary public endorsement if:

(a) They currently hold an active notary public commission; or

(b) They are applying for a notary public commission and an electronic records notary public endorsement simultaneously.

(5) An individual applying for an electronic records notary public endorsement must inform the department within ((~~thirty~~)) 30 days of applying of the tamper-evident technology provider that they have enrolled with before they perform their first electronic notarial act.

(6) To apply for a remote notary endorsement, an electronic records notary public shall submit a remote notary endorsement application on forms provided by the department.

(7) An applicant may only apply for a remote notary endorsement if:

(a) They currently hold an active notary public commission with an electronic records notary public endorsement;

(b) They currently hold an active notary public commission, and are applying for an electronic records notary public endorsement and a remote notary endorsement simultaneously; or

(c) They are applying for a notary public commission, an electronic records notary public endorsement, and a remote notarial acts endorsement simultaneously.

(8) A notary public shall reapply with the department for each commission term before performing notarial acts.

(9) A notary public may elect not to apply for an electronic records notary public endorsement or a remote notary endorsement.

AMENDATORY SECTION (Amending WSR 22-22-022, filed 10/21/22, effective 11/22/22)

WAC 308-30-060 ((~~Application~~)) Fees. The following fees shall be charged by the department:

Title of Fee	**Fee**
Application fee for notary public commission	((~~$40.00~~)) $10.00
License fee for notary public commission	$30.00
Application fee for electronic records notary public endorsement	((~~$15.00~~)) $5.00
License fee for electronic records notary public endorsement	$10.00
Renewal ((~~of~~)) fee for notary public commission	$42.00
Renewal ((~~of~~)) fee for electronic records notary public endorsement	$15.00
License print fee	$5.00