

About the Secretary of State's Recommended Stamp Vendor List

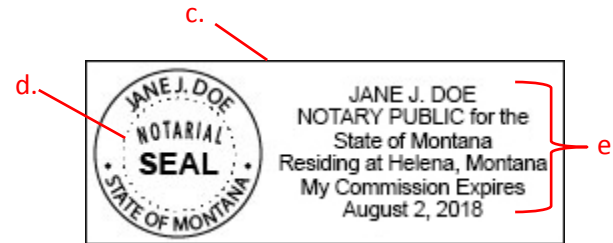
The Secretary of State publishes a Recommended Notary Stamp Vendor List on the SOS website, sos.mt.gov. Vendors on this list are recommended, but are not required. A notary may choose to order his or her stamp from whomever he or she chooses, so long as the stamp meets the format prescribed by the Secretary of State.

Request to be named on the Recommended Stamp Vendor List

In order to be included on the Secretary of State's Recommended Notary Stamp Vendor List, _____ agrees
Vendor Name

to manufacture Montana notary stamps as prescribed by the Secretary of State. Specifically, _____ will:
Vendor Name

1. Verify the customer has been commissioned as a Montana Notary Public by checking their certificate of commission.
2. Manufacture for notaries an ink stamp unit that meets the following requirements (see image below):
 - a. rectangular in shape and approximately 1" by 2 ½" in size
 - b. blue or black ink only
 - c. rectangular border
 - d. circular seal to the left that includes the words "notarial seal," "State of Montana" and the notary's name as it appears on his or her certificate of commission
 - e. printed block of text to the right of the seal that includes:
 - i. the notary's printed name as it appears on his or her certificate of commission;
 - ii. the title, "Notary Public for the State of Montana";
 - iii. the words, "Residing at" with the name of the city or town and state where the notary lives; and,
 - iv. the notary's commission expiration date, shown as Month Day, Four Digit Year. (Note: The commission expiration date must be complete; it is not acceptable for notaries to "fill in" the year.)



I understand that any failure to meet these requirements can result in removal from the Secretary of State's Recommended Notary Stamp Vendor List.

Vendor Address

Vendor Phone

Printed Name, Title

Vendor City, State, Zip

Vendor Email

Signature

Date

Vendor Website

Please return this request to Montana Secretary of State Notary Services
Email: SOSNotary@mt.gov | Fax: 406-444-4263 | Mail: PO Box 202801, Helena, MT 59620-2801