

Fee: \$80.00 (4-year term)



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Office of the Secretary of State

Business Services Division

Notary Public Section

148 W. River Street

Providence, Rhode Island 02904-2615

APPLICATION FOR APPOINTMENT AS NOTARY PUBLIC OR JUSTICE OF THE PEACE

To be executed and returned to the Secretary of State, together with the fee of \$80.00. Applicant must be either a registered voter in the State of Rhode Island or an attorney who is member of the Rhode Island Bar or a Certified Public Accountant (CPA). All applicants, new or renewals, must complete section 1, section 2A or 2B as applicable, and section 3.

NEW [] RENEWAL [] Phone: _____ Date: _____

To the Governor of the State of Rhode Island:

1. All applicants must complete this section. Sign the application as you would to vote.

I, (print or type name) _____, the undersigned, residing at (number, street, city, state, zip), _____

_____ do hereby request appointment to the office of NOTARY PUBLIC (or JUSTICE OF THE PEACE) and enclose herewith \$80.00, the required fee for such commission.

SIGNATURE OF APPLICANT

2. You must be a registered voter in the State of Rhode Island or an attorney who is a member of the Rhode Island Bar, or a CPA. All applicants, new or renewals, must have section A completed unless they are members of the Rhode Island Bar, or a CPA. Members of the Bar and CPAs must complete section B.

A. Take or send the application to the Board of Canvassers in your city or town. The following is to be signed by a member or staff of the Board of Canvassers, certifying that you are a registered voter.

I HEREBY CERTIFY that the above applicant was, on the above date, a duly qualified elector of the City/Town of _____.

SIGNATURE OF MEMBER OR STAFF OF THE BOARD OF CANVASSERS

B. A member of the Rhode Island Bar, or a CPA is not required to have the application certified by the Board of Canvassers. However, a copy of your current Rhode Island Bar card or a certified copy of your Certificate of Admission to the Rhode Island Bar or a Certificate of Public Accountancy must be filed with this application.

I, the above applicant, am a member of the Rhode Island Bar or a Certified Public Accountant.

BAR or ID NUMBER

SIGNATURE OF APPLICANT - ATTORNEY OR CPA

PLEASE CONTINUE ON BACK

3. All applicants must complete this section and have it notarized.

CERTIFICATE OF ENGAGEMENT ON COMMISSION

Official Signature of the Officer Engaged: _____

Signature as it will appear on commission

Write the words NOTARY PUBLIC or JUSTICE OF THE PEACE

_____ COUNTY,

In the City/Town of _____ and County and State aforesaid, on the _____ day of _____, 20____, personally came _____, and made oath/affirmation to support the Constitution of the United States and the Constitution and Laws of Rhode Island, and faithfully and impartially discharge the duties of the office of **NOTARY PUBLIC** or **JUSTICE OF THE PEACE** for said State according to the best of his/her abilities.

NOTARY PUBLIC or JUSTICE OF THE PEACE

Commission expiration date: _____

Personally known by me Produced identification

Pursuant to state law, the filing fee is \$80.00. Checks must be made payable to the Secretary of State. Return application with filing fee to *Office of the Secretary of State, Business Services Division, Notary Public Section, 148 W. River Street, Providence, Rhode Island 02904-2615*. The Notary Section can be reached at 222-3040, from 8:30 am to 4:30 pm, Monday through Friday.

You will receive your Notary Commission in the mail in approximately three (3) weeks. Your term will expire four (4) years from the date of commission. A renewal form will be mailed to you at the address listed, so please contact this office if you change your address.

NOTE: In the State of Rhode Island, Justice of the Peace **MAY NOT** perform marriage ceremonies.

LOCAL BOARD OF CANVASSERS

Barrington Town Hall, 283 County Rd.	247-1900	Newport City Hall, 43 Broadway	846-9600
Bristol Town Hall, 10 Court St.	253-7000	New Shoreham Town Hall, Old Town Rd., P.O. Box 220	466-3200
Burrillville Town Hall, 105 Main St., Harrisville	568-4300	North Kingstown Town Hall, 80 Boston Neck Rd.	294-3331
Central Falls City Hall, 580 Broad St.	727-7450	North Providence Town Hall, 2000 Smith St.	232-0900
Charlestown Town Hall, 4540 South County Trl.	364-1200	North Smithfield Municipal Annex, 575 Smithfield Rd.	767-2200
Coventry Town Hall, 1670 Flat River Rd.	822-9150	Pawtucket City Hall, 137 Roosevelt Ave.	722-1637
Cranston City Hall, 869 Park Ave.	461-1000	Portsmouth Town Hall, 2200 East Main Rd.	683-3157
Cumberland Town Hall, 45 Broad St.	728-2400	Providence City Hall, 25 Dorrance St.	421-0495
East Greenwich Town Hall, 125 Main St.	886-8603	Richmond Town Hall, 5 Richmond Townhouse Rd.	539-2497
East Providence City Hall, 145 Taunton Ave.	435-7502	Scituate Town Hall, 195 Danielson Pike, North Scituate	647-7466
Exeter Town Hall, 675 Ten Rod Rd.	294-2287	Smithfield Town Hall, 64 Farnum Pike, Esmond	233-1000
Foster Town Hall, 181 Howard Hill Rd.	392-9200	South Kingstown Town Hall, 180 High St., Wakefield	789-9331
Glocester Town Hall, 1145 Putnam Pike	568-6206	Tiverton Town Hall, 343 Highland Rd.	625-6704
Hopkinton Town Hall, 1 Town House Rd.	377-7777	Warren Town Hall, 514 Main St.	245-7340
Jamestown Town Hall, 93 Narragansett Ave.	423-9804	Warwick City Hall, 3275 Post Rd.	738-2000
Johnston Town Hall, 1385 Hartford Ave.	553-8856	West Greenwich Town Hall, 280 Victory Hwy.	392-3800
Lincoln Town Hall, 100 Old River Rd.	333-1140	West Warwick Town Hall, 1170 Main St	822-9201
Little Compton Town Hall, 40 Commons	635-4400	Westerly Town Hall, 45 Broad St.	348-2500
Middletown Town Hall, 350 East Main Rd.	849-5540	Woonsocket City Hall, 160 Main St.	762-0027
Narragansett Town Hall, 25 Fifth Ave.	789-1044		

Form No. NF-1
Revised: 06/20

FOR OFFICE USE ONLY

Reviewed by: _____ Check #: _____