



SIGNATURES & SOLUTIONS

signaturesandsolutions@gmail.com

Phone: (888)508-3224

RON/ Remote Online Notary Services Intake Form

Fill out and return this form upon appointment scheduling.

Client Information:

- Full Name: _____

- Contact Number: _____

- Email Address: _____

- Address: _____

Document Details:

- Type of Document: _____

- Number of Signatures: _____

- Additional Comments/Instructions: _____

Appointment Preferences:

- Preferred Date: _____

- Preferred Time: _____

- Location (if mobile notary is needed): _____

In order to prevent fraudulent activities and uphold the integrity of the notarization process, notaries are required to carefully verify the identity of the signer. This entails ensuring that the individual presenting the document for notarization is indeed the person they claim to be. Please see the acceptable forms of identification below:

Accepted forms of identification include the follow that is current and up to date (**not expired**):

- State-issued driver's license
- State-issued identification card
- U.S. military identification card
- Passport
- Government-issued photo ID
- Resident alien identification card (green card)

If you have any uncertainties regarding your identification, we encourage you to reach out, and we will gladly provide guidance on its acceptability.