

TITLE 2. ADMINISTRATION

CHAPTER 12. OFFICE OF THE SECRETARY OF STATE

Business Services Note: The following rules became effective March 5, 2018. They are scheduled to be codified in the next Administrative Code Supplement 18-1.

ARTICLE 11. NOTARY PUBLIC BONDS AND FEES

Section

R2-12-1102. Notary Public Fees

ARTICLE 11. NOTARY PUBLIC BONDS AND FEES

R2-12-1102. Notary Public Fees

- A. Pursuant to A.R.S. § 38-412, a notary public shall keep posted at all times in a conspicuous location, the fee schedule listed under subsection (E)(1) through (3).
- B. Upon reviewing the fees schedule under subsection (E)(1) through (3), a notary shall select a standard fee, from “no charge” up to the maximum \$10 fee for a notarial act. A notary public shall be consistent when

charging fees and post the fee schedule in a conspicuous location.

- C. When posting fees under subsection (A) and (B), notaries shall use the template in Exhibit 1. Notary Public Services.
- D. Before performing any notarial act, the notary public shall inform the requestor of the service fee if one will be charged.
- E. A Notary public may charge the following fee:
 1. For an acknowledgment or jurat, “no charge” up to \$10 per notary public signature;
 2. For a copy certification, “no charge” up to \$10 per page certified;
 3. For an oath or affirmation, “no charge” up to \$10 per notarial act.

Exhibit 1. Notary Public Services

**NOTARY PUBLIC SERVICES
(Business, Office, or Notary Name)**

Fees Schedule Posted pursuant to R2-12-1102		
acknowledgment or jurat	[Example Fee] No Charge	per notary public signature
copy certification	[Example Fee] No Charge	per page certified
oath or affirmation	[Example Fee] No Charge	per notarial act
Attention Customer: Fees charged by an Arizona Notary Public may vary from “no charge” up to \$10.		

An Arizona Notary Public May Charge the Following Fees:

Posted pursuant to A.R.S. § 38-412		
acknowledgment or jurat	up to \$10	per notary public signature
copy certification	up to \$10	per page certified
oath or affirmation	up to \$10	per notarial act