

I\_134\_1045-3

134th General Assembly  
Regular Session  
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Sub. S. B. No. 300

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**A BILL**

To amend sections 147.01, 147.011, 147.03, 147.14,  
147.141, 147.371, 147.53, 147.542, 147.55,  
147.551, and 147.591 and to enact sections  
147.49 and 147.50 of the Revised Code to amend  
the law regarding notaries public.

**BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF OHIO:**

**Section 1.** That sections 147.01, 147.011, 147.03, 147.14,  
147.141, 147.371, 147.53, 147.542, 147.55, 147.551, and 147.591  
be amended and sections 147.49 and 147.50 of the Revised Code be  
enacted to read as follows:

**Sec. 147.01.** (A) The secretary of state may appoint and  
commission as notaries public as many persons who meet the  
qualifications of division (B) of this section as the secretary  
of state considers necessary.

(B) In order for a person to qualify to be appointed and  
commissioned as a notary public, the person shall demonstrate to  
the secretary of state that the person satisfies all of the  
following:



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(1) The person has attained the age of eighteen years.	18
(2) (a) Except as provided in division (B) (2) (b) of this section, the person is a legal resident of this state.	19 20
(b) The person is not a legal resident of this state, but is an attorney admitted to the practice of law in this state by the Ohio supreme court, and has the person's principal place of business or the person's primary practice in this state.	21 22 23 24
(3) (a) Except as provided in division (B) (3) (b) of this section, the person has submitted a criminal records check report completed within the preceding six months in accordance with section 147.022 of the Revised Code demonstrating that the applicant has not been convicted of or pleaded guilty or no contest to a disqualifying offense as determined in accordance with section 9.79 of the Revised Code.	25 26 27 28 29 30 31
(b) An attorney admitted to the practice of law in this state shall not be required to submit a criminal records check when applying to be appointed a notary public.	32 33 34
(4) (a) Except as provided in divisions (B) (4) (b) and (c) of this section, the person has successfully completed an educational program and passed a test administered by the entities authorized by the secretary of state as required under section 147.021 of the Revised Code.	35 36 37 38 39
(b) An attorney who is commissioned as a notary public in this state prior to September 20, 2019, shall not be required to complete an education program or pass a test as required in division (B) (4) (a) of this section.	40 41 42 43
(c) Any attorney who applies to become commissioned as a notary public in this state after September 20, 2019, shall not be required to pass a test as required in division (B) (4) (a) of	44 45 46

this section, but shall be required to complete an education 47  
program required by that division. 48

(C) A notary public shall be appointed and commissioned as 49  
a notary public for the state. The secretary of state may revoke 50  
a commission issued to a notary public upon presentation of 51  
satisfactory evidence of official misconduct or incapacity. If 52  
the secretary of state so revokes a person's commission, the 53  
person is ineligible for reappointment to the office of notary 54  
public. 55

(D) Before entering upon the duties of office, a notary 56  
public shall do either of the following: 57

(1) Personally appear before an officer, authorized by law 58  
to administer oaths, who shall administer an oath of office to 59  
the notary public; 60

(2) Certify on the notary commission under penalty of 61  
perjury that the applicant will abide by the terms of the oath 62  
of office of a notary public. 63

(E) The secretary of state shall oversee the processing of 64  
notary public applications and shall issue all notary public 65  
commissions. The secretary of state shall oversee the creation 66  
and maintenance of the online database of notaries public 67  
commissioned in this state pursuant to section 147.051 of the 68  
Revised Code. The secretary of state may perform all other 69  
duties as required by this section. The entities authorized by 70  
the secretary of state pursuant to section 147.021 or 147.63 of 71  
the Revised Code shall administer the educational program and 72  
required test or course of instruction and examination, as 73  
applicable. 74

~~(E)~~ (F) All submissions to the secretary of state for 75

receiving and renewing commissions, or notifications made under 76  
section 147.05 of the Revised Code, shall be done 77  
electronically. 78

**Sec. 147.011.** As used in this chapter: 79

(A) "Acknowledgment" means a ~~notarial act in which the~~ 80  
~~signer of the notarized document acknowledges all of the~~ 81  
~~following:~~ 82

~~(1) That the signer has signed the document;~~ 83

~~(2) That the signer understands the document;~~ 84

~~(3) That the signer is aware of the consequences of~~ 85  
executing the document by signing itdeclaration by an individual 86  
before a notary public that the individual has signed a record 87  
for the purpose stated in the record, and if the record is 88  
signed in a representative capacity, that the individual signed 89  
the record with proper authority and signed it as the act of the 90  
individual or entity identified in the record. 91

(B) "Criminal records check" has the same meaning as in 92  
section 109.572 of the Revised Code. 93

(C) "Jurat" means a notarial act in which both of the 94  
following are met: 95

(1) The signer of the notarized document is required to 96  
give an oath or affirmation that the statement in the notarized 97  
document is true and correct; 98

(2) The signer signs the notarized document in the 99  
presence of a notary public. 100

(D) "Notarial certificate" means the part of, or 101  
attachment to, a document that is completed by the notary public 102

and upon which the notary public places the notary public's 103  
signature and seal. 104

**Sec. 147.03.** Each notary public, except an attorney 105  
admitted to the practice of law in this state by the Ohio 106  
supreme court, shall hold office for the term of five years 107  
unless the commission is revoked. An attorney admitted to the 108  
practice of law in this state by the Ohio supreme court shall 109  
hold office as a notary public as long as the attorney is a 110  
resident of this state or has the attorney's principal place of 111  
business or primary practice in this state, the attorney is in 112  
good standing before the Ohio supreme court, and the commission 113  
is not revoked. ~~Before entering upon the duties of office, a~~ 114  
~~notary public shall take and subscribe an oath to be endorsed on~~ 115  
~~the notary public's commission.~~ 116

~~A notary public who violates the oath of office required~~ 117  
~~by this section shall be removed from office by the secretary of~~ 118  
~~state, upon complaint filed and substantiated by the secretary~~ 119  
~~of state. The person so removed shall be ineligible for~~ 120  
~~reappointment to the office of notary public.~~ 121

**Sec. 147.14.** ~~No notary public shall certify to the~~ 122  
~~affidavit of a person without administering the appropriate oath~~ 123  
~~or affirmation to the person. A notary public who violates this~~ 124  
~~section shall be removed from office by the secretary of state.~~ 125  
~~The person so removed shall be ineligible to reappointment for a~~ 126  
period of three years subject to investigation and penalties 127  
pursuant to section 147.032 of the Revised Code for failure to 128  
administer the appropriate oath or affirmation to the signer 129  
when such verification on oath or affirmation is required. 130

**Sec. 147.141.** (A) A notary public shall not do any of the 131  
following: 132

(1) Perform a notarial act with regard to a record or document executed by the notary;	133 134
(2) Notarize the notary's own signature;	135
(3) Take the notary's own deposition;	136
(4) Perform a notarial act if the notary has a conflict of interest with regard to the transaction in question;	137 138
(5) Certify that a document is either of the following:	139
(a) An original document;	140
(b) A true copy of another record.	141
(6) Use a name or initial in signing certificates other than that by which the notary public is commissioned;	142 143
(7) Sign notarial certificates using a facsimile signature stamp unless the notary public has a physical disability that limits or prohibits the notary's ability to make a written signature and unless the notary has first submitted written notice to the secretary of state with an example of the facsimile signature stamp;	144 145 146 147 148 149
(8) Affix the notary's signature to a blank form of an affidavit or certificate of acknowledgment and deliver that form to another person with the intent that it be used as an affidavit or acknowledgment;	150 151 152 153
(9) Take the acknowledgment of, or administer an oath or affirmation to, a person who the notary public knows to have been adjudicated mentally incompetent by a court of competent jurisdiction, if the acknowledgment or oath or affirmation necessitates the exercise of a right that has been removed;	154 155 156 157 158
(10) Notarize a signature on a document if it appears that	159

the person is mentally incapable of understanding the nature and effect of the document at the time of notarization;	160 161
(11) Alter anything in a written instrument after it has been signed by anyone;	162 163
(12) Amend or alter a notarial certificate after the notarization is complete;	164 165
(13) Notarize a signature on a document if the document is incomplete or blank;	166 167
(14) Notarize a signature on a document if it appears that the signer may be unduly influenced or coerced so as to be restricted from or compromised in exercising the person's own free will when signing the document;	168 169 170 171
(15) Take an acknowledgment of execution in lieu of an oath or affirmation if an oath or affirmation is required;	172 173
(16) Determine the validity of a power of attorney document or any other form designating a representative capacity, such as trustee, authorized officer, agent, personal representative, or guardian, unless that notary is an attorney licensed to practice law in this state;	174 175 176 177 178
<u>(17) Notarize for any person with whom the notary public cannot directly communicate in the same language, regardless of the presence of a third-party interpreter or translator.</u>	179 180 181
(B) Division (A) (5) of this section shall not be construed as prohibiting a notary from notarizing the signature of a holder of a document on a written statement certifying that the document is a true copy of an original document.	182 183 184 185
(C) As used in this section, "conflict of interest" means either of the following:	186 187

(1) The notary has a direct financial or other interest in 188  
the transaction in question, excluding the fees authorized under 189  
this chapter. 190

(2) The notary is named, individually or as a grantor, 191  
grantee, mortgagor, mortgagee, trustor, trustee, beneficiary, 192  
vendor, lessor, or lessee, or as a party in some other capacity 193  
to the transaction. 194

**Sec. 147.371.** (A) Upon receipt of a fee of two dollars and 195  
~~an affidavit that the original commission of a notary public has~~ 196  
~~been lost or destroyed and submission of the electronic duplicate~~ 197  
~~commission request form,~~ a duplicate commission as notary public 198  
shall be issued by the secretary of state. 199

(B) Upon receipt of a fee of two dollars and ~~the properly-~~ 200  
~~completed, prescribed form submission of the electronic~~ 201  
~~amendment form~~ for a name and address change under division (B) 202  
of section 147.05 of the Revised Code, the secretary of state 203  
shall issue a duplicate commission as a notary public. 204

(C) The secretary of state shall prescribe and make 205  
available an electronic duplicate commission request form and an 206  
electronic amendment form. 207

**Sec. 147.49.** (A) A notary public who takes an 208  
acknowledgment of a record shall determine, from personal 209  
knowledge or satisfactory evidence of the identity of the person 210  
acknowledging, that the person appearing before the notary 211  
public and making the acknowledgment has the identity claimed 212  
and that the signature on the record is the signature of the 213  
person. 214

(B) A notary public who takes a verification of a 215  
statement on oath or affirmation, a jurat, shall determine from 216



personal knowledge or satisfactory evidence of the identity of 217  
the person making the verification, that the person appearing 218  
before the notary public and making the verification has the 219  
identity claimed and that the signature on the statement 220  
verified is the signature of the person. 221

**Sec. 147.50.** (A) A notary public has personal knowledge of 222  
the identity of the person appearing before the notary public if 223  
the person is personally known to the notary public through 224  
dealings sufficient to provide reasonable certainty that the 225  
person has the identity claimed. 226

(B) A notary public has satisfactory evidence of the 227  
identity of the person appearing before the notary public if the 228  
notary public can identify the person by either of the following 229  
means: 230

(1) A passport, driver's license, government-issued 231  
nondriver identification card, or other form of government- 232  
issued identification with the signature or photograph of the 233  
individual, which is current or expired not more than three 234  
years before performance of the notarial act, and is 235  
satisfactory to the officer; 236

(2) By verification on oath or affirmation of a credible 237  
witness personally appearing before the notary public and known 238  
to the notary public or whom the notary public can identify on 239  
the basis of a passport, driver's license, or other government- 240  
issued nondriver identification card, which is current or 241  
expired not more than three years before performance of the 242  
notarial act. 243

(C) A notary public may require a person to provide 244  
additional information or identification credentials necessary 245

to assure the notary public of the identity of the person. 246

**Sec. 147.53.** The person taking an acknowledgment shall 247  
certify that: 248

(A) The person acknowledging appeared before ~~him~~ the 249  
notary public, or person described in divisions (B) to (E) of 250  
section 147.51 of the Revised Code, and acknowledged ~~he executed~~ 251  
executing the instrument; 252

(B) The person acknowledging was known to the person 253  
taking the acknowledgment, or that the person taking the 254  
acknowledgment had satisfactory evidence that the person 255  
acknowledging was the person described in and who executed the 256  
instrument. 257

**Sec. 147.542.** (A) A notary public shall provide a 258  
completed notarial certificate for every notarial act the notary 259  
public performs. 260

(B) ~~For an acknowledgment and a jurat, the corresponding~~ 261  
~~notarial certificate shall indicate the type of notarization~~ 262  
~~being performed.~~ 263

~~(C)~~ If a notarial certificate incorrectly indicates the 264  
type of notarization performed, the notary public shall provide 265  
a correct certificate at no charge to the person signing in 266  
question. 267

~~(D) (1) An acknowledgment certificate shall clearly state~~ 268  
~~that no oath or affirmation was administered to the signer with~~ 269  
~~regard to the notarial act.~~ 270

~~(2)~~ (C) A jurat certificate shall ~~clearly~~ state that an 271  
oath or affirmation was administered to the signer with regard 272  
to the notarial act. 273

<del>(E)</del> <del>(1)</del> <u>(D)</u> (1) A notary public shall not use an	274
acknowledgment certificate with regard to a notarial act in	275
which an oath or affirmation has been administered.	276
(2) A notary public shall not use a jurat certificate with	277
regard to a notarial act in which an oath or affirmation has not	278
been administered.	279
<del>(F)</del> <u>(E)</u> A certificate required under this section may be	280
provided through any of the following means:	281
(1) Preprinting on a notarial document;	282
(2) Ink stamp;	283
(3) Handwritten note;	284
(4) A separate, attached document.	285
<del>(G)</del> <u>(F)</u> A notarial certificate shall show all of the	286
following information:	287
(1) The state and county venue where the notarization is	288
being performed;	289
(2) The wording of the acknowledgment or jurat in	290
question;	291
(3) The date on which the notarial act was performed;	292
(4) The signature of the notary, exactly as shown on the	293
notary's commission;	294
(5) The notary's printed name, displayed below the	295
notary's signature or inked stamp;	296
(6) The notary's notarial seal and commission expiration	297
date;	298
(7) If an electronic document was signed in the physical	299

presence of a notary and notarized pursuant to section 147.591 300  
of the Revised Code, or if an online notarization was performed 301  
pursuant to sections 147.60 to 147.66 of the Revised Code, the 302  
certificate shall include a statement to that effect. 303

~~(H)~~ (G) A notary public may explain to a signer the 304  
difference between an acknowledgment and a jurat, but shall not, 305  
unless that notary is an attorney, advise the person on the type 306  
of notarial act that best suits a situation. 307

**Sec. 147.55.** ~~Notwithstanding section 147.542 of the~~ 308  
~~Revised Code, the~~ The forms of acknowledgment set forth in this 309  
section may be used and are sufficient for their respective 310  
purposes under any section of the Revised Code. The forms shall 311  
be known as "statutory short forms of acknowledgment" and may be 312  
referred to by that name. The authorization of the forms in this 313  
section does not preclude the use of other forms. 314

(A) For an individual acting in the individual's own 315  
right: 316

"State of \_\_\_\_\_ 317

County of \_\_\_\_\_ 318

The foregoing instrument was acknowledged before me this 319  
(date) by (name of person acknowledging). 320

(Signature of person taking acknowledgment) 321

(Title or rank)" 322

(B) For a corporation: 323

"State of \_\_\_\_\_ 324

County of \_\_\_\_\_ 325

The foregoing instrument was acknowledged before me this 326

(date) by (name of officer or agent, title of officer or agent) 327  
of (name of corporation acknowledging), a (state or place of 328  
incorporation) corporation, on behalf of the corporation. 329

(Signature of person taking acknowledgment) 330

(Title or rank)" 331

(C) For a limited liability company: 332

"State of \_\_\_\_\_ 333

County of \_\_\_\_\_ 334

The foregoing instrument was acknowledged before me this 335  
(date) by (name of member or managing member, title of member or 336  
managing member) of (name of limited liability company 337  
acknowledging), a (jurisdiction of formation) limited liability 338  
company, on behalf of the limited liability company. 339

(Signature of person taking acknowledgment) 340

(Title or rank)" 341

(D) For a partnership: 342

"State of \_\_\_\_\_ 343

County of \_\_\_\_\_ 344

The foregoing instrument was acknowledged before me this 345  
(date) by (name of acknowledging partner or agent), partner (or 346  
agent) on behalf of (name of partnership), a partnership. 347

(Signature of person taking acknowledgment) 348

(Title or rank)" 349

~~(D)~~ (E) For an individual acting as principal by an 350  
attorney in fact: 351

"State of _____	352
County of _____	353
The foregoing instrument was acknowledged before me this	354
(date) by (name of attorney in fact) as attorney in fact on	355
behalf of (name of principal).	356
(Signature of person taking acknowledgment)	357
(Title or rank)"	358
<del>(E)</del> <u>(F)</u> By any public officer, trustee, or personal	359
representative:	360
"State of _____	361
County of _____	362
The foregoing instrument was acknowledged before me this	363
(date) by (name and title of position).	364
(Signature of person taking acknowledgment)	365
(Title or rank)"	366
<b>Sec. 147.551.</b> <del>Notwithstanding section 147.542 of the</del>	367
<del>Revised Code, a</del> <u>A</u> jurat may take the following form:	368
"State of Ohio	369
County of _____	370
Sworn to or affirmed and subscribed before me by	371
<del>(signature name of person making jurat</del> <u>signer</u> ) this date of	372
(date).	373
(Signature of notary public administering jurat)	374
(Affix seal here)	375

(Title of rank)	376
(Commission expiration date)"	377
<b>Sec. 147.591.</b> (A) As used in this section, "electronic	378
document," "electronic seal," "electronic signature," and	379
"online notarization" have the same meanings as in section	380
147.60 of the Revised Code.	381
(B) (1) An electronic document that is signed in the	382
physical presence of the notary public with an electronic	383
signature and notarized with an electronic seal shall be	384
considered an original document.	385
(2) Notwithstanding any other provision of the Revised	386
Code to the contrary, a digital copy of a document executed	387
electronically by the parties and acknowledged or sworn before a	388
notary acting pursuant to this section shall be accepted by	389
county auditors, <u>clerks of courts of record, deputy registrars,</u>	390
engineers, and recorders for purposes of approval, transfer, and	391
recording to the same extent as any other document that is	392
submitted by an electronic recording method and shall not be	393
rejected solely by reason of containing electronic signatures or	394
an electronic notarization, including an online notarization.	395
(3) A county auditor, <u>clerk of a court of record, deputy</u>	396
<u>registrar, engineer, and recorder</u> shall accept a printed	397
document that was executed electronically for purposes of	398
approval, transfer, and recording if that document contains an	399
attached <u>authenticator</u> certificate in the following, or a	400
substantially similar, format:	401
"AUTHENTICATOR CERTIFICATE	402
I certify and warrant that the foregoing and annexed paper	403
document being presented for record, to which this certification	404

is attached, represents a true, exact, complete, and unaltered 405  
copy of the original electronic document. The county offices of 406  
the auditor, treasurer, recorder, and others necessary to 407  
effectuate the transfer and recording of the instrument shall be 408  
entitled to rely on such certification and warranty for all 409  
purposes. 410

\_\_\_\_\_ [signature of authenticator] 411

\_\_\_\_\_ [printed name of authenticator] 412

\_\_\_\_\_ [street address of authenticator] 413

\_\_\_\_\_ [city, state, zip code of 414  
authenticator] 415

\_\_\_\_\_ [telephone number of 416  
authenticator] 417

418

1

2

A State of \_\_\_\_\_ )

B ) :ss

C County of \_\_\_\_\_ )

The foregoing authenticator certificate was subscribed and 419  
sworn to in my presence by \_\_\_\_\_ [printed 420  
name of authenticator] on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ 421

\_\_\_\_\_ 422

Notary Public" 423



(C) An authenticator certificate may not be signed or 424  
notarized with an electronic signature or electronic seal. 425

(D) Any notary public may obtain an electronic seal and an 426  
electronic signature for the purposes of notarizing documents 427  
under this section. 428

~~(D)~~ (E) A notary public shall comply with the provisions 429  
of section 147.66 of the Revised Code pertaining to the 430  
electronic seal and electronic signature. 431

**Section 2.** That existing sections 147.01, 147.011, 147.03, 432  
147.14, 147.141, 147.371, 147.53, 147.542, 147.55, 147.551, and 433  
147.591 of the Revised Code are hereby repealed. 434