

California Business Portal

Secretary of State Kevin Stolley

SECRETARY OF STATE

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Notary Public Forms, Services, and Fees

The informational materials and forms are provided in PDF file format and can be viewed and printed from your computer using the most current version of the Adobe Reader (available for free from [Adobe's Website](#)). These materials can also be obtained by contacting the Secretary of State's office in Sacramento. Please refer to [Contact Information](#) for the Sacramento office location, mailing address and phone number.

Forms, Services and Fees

New or Reappointing Commission Application Download (117k) (Rev. 08/2003) Testing - payable at test site Application Processing and Commission Issuance - payable at test site Government Code Section 12182.1 & CA Code of Regulations Sections 20800 and 20801	\$20.00 \$20.00
Duplicate Commission	\$10.00
Name Change Application (fill-in) Download (138k) (Rev. 07/2003)	No Charge
Address Change (fill-in) Download (79k) (Rev. 07/2003)	No Charge
Certificate of Authorization To Produce Notary Public Seal	No Charge
Authentication - Apostille OR Certificate, dependent on country of destination Government Code Section 12195(e)	\$20.00
Making Copies: \$1.00 - first page; \$0.50 - each additional page per document Government Code Section 12178.1	\$ 1.00 PLUS .50
Certification - Notary Public Section copies only Government Code Section 12183(a)	\$ 5.00
Special Handling (See below) Government Code Section 12182 & CA Code of Regulations Section 21904	\$ 6.00

Application packets are available from [CPS](#). You may obtain more information about CPS on the Internet at "www.cps.ca.gov"

ALL CHECKS ARE PAYABLE TO THE "SECRETARY OF STATE"

Notary public **fees** collected at the **test site** must be paid by **check or money order**.

Notary public **fees** collected at the **Sacramento** main office **counter** may be by **check, cash or money order**.

Certificate and Apostille fees collected at the regional office locations are as follows:

Only checks, money orders and credit cards (Visa or MasterCard) will be accepted at the Los Angeles, San Francisco, San Diego and Fresno regional offices. Cash will not be accepted at these locations.

SPECIAL HANDLING fees are applicable for the processing of documents delivered for expedited service to the Notary Public Section Public Counter in the Sacramento Office of the Secretary of State or to any of the Secretary of State regional offices.

Privacy Statement