



**STARK COUNTY BAR ASSOCIATION
APPROVED AUTHORIZED EDUCATION AND
TESTING PROVIDER IN OHIO**

NOTARY EDUCATION CLASS

**CLASSES OFFERED
EVERY 2ND & 4TH
TUESDAY**

9:00AM – 10:00AM

**RENEWING
YOUR
NOTARY PUBLIC**

PRESENTED BY:

- > **ALETHA M. CARVER**
- > **HON. CHRYSNA N. HARTNETT**
- > **MELISSA S. ULRICH**
- > **SCOTT G. HASTINGS**

**COST :
\$45.00 NON-ATTORNEY**

**RENEWAL EDUCATION
CLASS**

Stark County Bar Association
116 Cleveland Ave., N.W.
Suite 400
Canton, Ohio 44702

Phone: 330-453-0685
E-mail: SCBANotary@StarkCtyBar.com
WWW.STARKCTYBAR.COM

OBTAIN THE REQUIRED 1 HOUR RENEWAL EDUCATION CLASS

Topics to be covered:

- Requirements to update and renew a commission.
- Maintaining a notarial journal.
- Explanation of electronic notarizations.
- Overview and examples of prohibited acts.
- Mandatory reporting that is required of a notary.

***RENEWING A NOTARY COMMISSION MAY BEGIN
UP TO 90 DAYS IN ADVANCE.***

NOTARY PUBLIC RENEWAL PROCESS:

1. Visit the Ohio Secretary of State's Notary website at <https://www.sos.state.oh.us/notary/> to apply to Renew your Notary. The new law requires a formal criminal records check.
2. Take an in-person or online class. Visit the Stark County Bar Association's website for information or visit the office to schedule your education class. (Steps 1 & 2 can be done simultaneously!) Once you have finished the education either in-person or online, we will provide a certificate to you. You will submit everything to the Secretary of State and they will send your commission to you once your application is approved.
3. Visit www.Starkctybar.com or visit the Stark County Bar Association for your notary supplies needs.

