



COMMONWEALTH OF KENTUCKY
MICHAEL G. ADAMS, SECRETARY OF STATE

Notary Commissions

P.O. Box 821
Frankfort, KY 40602
(502) 564-3490
www.sos.ky.gov

**Notary Public
Change of Information Form**

FEE: \$10

NOTARY INFORMATION:

Name as it appears on your Notary Public Certificate: _____

Date of Birth: _____ Notary Commission Number: _____ Current Expiration Date: _____

Phone number: _____ Current Email Address: _____

Please complete each section that applies:

CHANGE OF NAME:

Please provide your **new** full legal name:

First Name: _____ Middle Name or Initial: _____

Last Name: _____ Suffix: _____

CHANGE OF RESIDENTIAL ADDRESS: (If your physical residential address is different from your mailing address please provide both)

New Residential Mailing Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

New Residential Physical Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

CHANGE OF BUSINESS ADDRESS: (If your physical business address is different from your mailing address please provide both)

New Business Mailing Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

New Business Physical Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

SIGNATURE OF APPLICANT: (Signature is required. If a name change has been indicated, the signature must reflect the new name.)

**CHANGE OF INFORMATION
INSTRUCTIONS**

Notary Information: Provide your name, notary commission number and expiration date as it appears on your certificate of appointment.

If you indicated a change of name or signature that will result in a change of your electronic signature. You will need to provide the new electronic signature to the Office of the Kentucky Secretary of State electronically through our website at www.sos.ky.gov.

Signature of Applicant: You must sign the Change of Information Form. If a name change has been indicated, the signature must reflect the new name. KRS Ch. 423 requires a Notary Public to sign in the same manner as on file with the Secretary of State when performing notarial acts.

Note to Remote Online Notary Registrants: If you indicated a change of name or signature that will result in a change of your electronic signature or digital certificate, you will need to provide the new electronic signature to the Office of the Kentucky Secretary of State electronically. Contact the Notary Commissions Office: (502) 782-7442.

Fee: \$10 (payable to Kentucky State Treasurer)

Delivery: Mail your completed Change of Information form to:

**Notary Commissions
P.O. Box 821
Frankfort, KY 40602-0821**