

Mail completed form to:

**Michigan Department of State
Office of the Great Seal
7064 Crowner Drive
Lansing, MI 48918**



Please check one:

- Information change (no fee)
- Duplicate commission (\$10 fee)
- Wallet size Blue Certificate or
- Wall Certificate (8 1/2 x 11)

**MICHIGAN DEPARTMENT OF STATE
OFFICE OF THE GREAT SEAL**

MICHIGAN NOTARY PUBLIC REQUEST FOR DUPLICATE/NOTICE OF CHANGE

Original information (Type or print; complete all sections)

1. Driver's license or personal identification card number:	Issuing state:		
2. Name as currently commissioned:			
3. Residence address: (No PO boxes)	City:	State:	ZIP:
4. My current commission expiration date: (month/day/year)			

New information (Complete only those sections that are changing)

1. Driver's license or personal identification card number:	Issuing state:		
2. Full name (first/middle/last):			
3. New commission name: (name as it will appear on documents you notarize)			
4. Residence address: (No PO boxes)	City:	State:	ZIP:
5. E-mail address:			
6. Business address:	City:	State:	ZIP:
7. Telephone numbers: Residence:		Business:	

I understand that all information contained on this application form is subject to disclosure under the Freedom of Information Act, 1976 PA 442, MCL 15.231, et seq. If requesting a duplicate commission certificate, I am enclosing a check or money order in the amount of \$10, payable to the State of Michigan, which I understand is a nonrefundable processing fee.

**COMMISSIONED
NAME:**

Clearly print or type your name, as it will appear on documents you notarize.

SIGNATURE:

Sign your name, as it will appear on documents you notarize. Your signature must match your name printed above.