



Government of the District of Columbia  
 OFFICE OF THE SECRETARY OF THE DISTRICT OF COLUMBIA  
 OFFICE OF NOTARY COMMISSIONS AND AUTHENTICATIONS

Change of Name on Notary Commission

**Please fill out this form and mail it to us or scan it and email it to us at [notary@dc.gov](mailto:notary@dc.gov). You must include a copy of the legal document showing your change of name. You must include proof you have notified your surety bond company of the change in name.**

**You will have to purchase a new seal and jurat certificate stamp and come to the ONCA office to provide us with a new impression of the seal. We will then provide you with your new Notary Certificate. You may not perform notarial acts until you have purchased your new seal and provide our office with the new impression.**

Current name as it appears on your commission:

Expiration Date of your current commission:

I have attached the legal document showing the name change: Yes:                      No:

**New Name as it will appear on your commission:**

Type of commission you hold:    Business:                      Government                      Residential:                      Dual:

Phone Number:

Email Address:

I have notified my surety bond company and attached proof: Yes:                      No:

Have you been listed on our Search for a Notary Public Map by address? Yes:                      No:

Do you wish to be listed on our Search for a Notary Public May by address? Yes:                      No:

Additional Comments: