

Timetable for Notary Commission Renewals – 2019

If you are applying to **renew** your commission as a notary public in the District of Columbia, the timetable below should help you understand when you need to have your application in to the Office of Notary Commissions and Authentications (ONCA) in order to not have a lapse in your commission in **2019**. It also provides a **guideline** for when you will receive your appointment notice allowing you to purchase your new supplies and surety bond (when applicable) before you come into the office to take your oath. The column **on the left** is the date of your renewal of your commission; your current commission will expire the day before. The **middle column** is the date you **MUST** have the completed and accurate application and fee in the office (no exceptions) in order to be able to renew your commission by your expiration date without a break in your commission. For example, if your commission expires on April 14, 2019, your application must have been submitted correctly not later than March 4, 2019 to not have a lapse in your commission. We do not accept faxed or emailed applications. The column **on the right** shows the *APPROXIMATE* date the notices will be sent by email to the address you listed on your application. Please feel free to contact us at: notary@dc.gov, 202 727-3117 with any questions.

<i>Renewal Date for commission</i>	<i>Deadline to receive Application</i>	<i>Appointment Notice Email to Individual (APPROXIMATE Date)</i>
JANUARY 2	NOVEMBER 12(H)	DECEMBER 7
JANUARY 15	DECEMBER 3	DECEMBER 21
FEBRUARY 1	DECEMBER 10	JANUARY 4
FEBRUARY 15	JANUARY 7	JANUARY 28
MARCH 1	JANUARY 21(H)	FEBRUARY 11
MARCH 15	FEBRUARY 4	FEBRUARY 25
APRIL 1	FEBRUARY 15	MARCH 11
APRIL 15	MARCH 4	MARCH 25
MAY 1	MARCH 18	APRIL 8
MAY 15	APRIL 1	APRIL 22
JUNE 1	APRIL 15	MAY 8
JUNE 15	APRIL 29	MAY 22
JULY 1	MAY 13	JUNE 5
JULY 15	JUNE 3	JUNE 24
AUGUST 1	JUNE 17	JULY 10
AUGUST 15	JULY 8	JULY 29
SEPTEMBER 1	JULY 22	AUGUST 14
SEPTEMBER 15	AUGUST 5	AUGUST 26
OCTOBER 1	AUGUST 19	SEPTEMBER 9
OCTOBER 15	SEPTEMBER 9	OCTOBER 4
NOVEMBER 1	SEPTEMBER 23	OCTOBER 9
NOVEMBER 15	SEPTEMBER 30	OCTOBER 28
DECEMBER 1	OCTOBER 14	NOVEMBER 8
DECEMBER 15	OCTOBER 28	NOVEMBER 18

