

Timetable for Notary Commission Renewals – 2024

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 approved by the Office of Notary Commissions and Authentications (ONCA) in order to not have a lapse in your commission in **2024**. 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 your application approved 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, 2024, your application must have been submitted correctly not later than February 12, 2024 to not have a lapse in your commission. All applications must be done on-line. We do not accept faxed, emailed or mail-in 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 approve Application</i>	<i>Appointment Notice Email to Individual (APPROXIMATE Date)</i>
JANUARY 2, 2024	OCTOBER 30, 2023	NOVEMBER 24, 2023
JANUARY 15	NOVEMBER 13	DECEMBER 8
FEBRUARY 1	NOVEMBER 27	DECEMBER 22
FEBRUARY 15	DECEMBER 11	JANUARY 5, 2024
MARCH 1	JANUARY 2, 2024	JANUARY 26
MARCH 15	JANUARY 15	FEBRUARY 9
APRIL 1	JANUARY 29	FEBRUARY 23
APRIL 15	FEBRUARY 12	MARCH
MAY	FEBRUARY 26	MARCH 22
MAY 15	MARCH 11	APRIL 5
JUNE 1	MARCH 25	APRIL 19
JUNE 15	APRIL 8	MAY 3
JULY 1	APRIL 22	MAY 17
JULY 15	MAY 6	MAY 31
AUGUST 1	MAY 20	JUNE 14
AUGUST 15	JUNE 3	JUNE 28
SEPTEMBER 1	JUNE 17	JULY 12
SEPTEMBER 15	JULY 1	JULY 26
OCTOBER 1	JULY 15	AUGUST 9
OCTOBER 15	JULY 29	AUGUST 23
NOVEMBER 1	AUGUST 12	SEPTEMBER 6

NOVEMBER 15	AUGUST 26	SEPTEMBER 20
DECEMBER 1	SEPTEMBER 9	OCTOBER 4
DECEMBER 15	SEPTEMBER 23	OCTOBER 18
JANUARY 2, 2025	OCTOBER 7	NOVEMBER 1
JANUARY 15	OCTOBER 21	NOVEMBER 15
FEBRUARY 1	NOVEMBER 4	NOVEMBER 29
FEBRUARY 15	NOVEMBER 18	DECEMBER 13, 2024
MARCH 1	DECEMBER 16, 2024	JANUARY 10, 2025
