

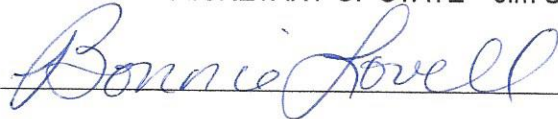
Notarial Services
Responsible Office: Town Clerk
Town of Maidstone


The following policy applies to Notarial Services provided by the Maidstone Town Clerk's Office as of May 13, 2019

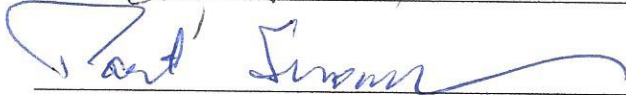
1. The duty of the Notary is to take acknowledgements. This means that the Notary certifies that an individual has acknowledged that an act of signing a document is his or her free act and deed.
2. Notarial Services will be provided Tuesday, Wednesday and Thursday from 10:00AM to 2:00PM.
3. Notarial Services will not be provided to anyone we do not know personally ¹
If we are unable to provide a notary for you, you can find a notary on the Vermont Secretary of State's Website: <http://vermont-archives.org/notary/notary.asp>
4. Documents must have a Notary Block ²
5. If your documents requires witnesses, you are responsible for bringing your own witnesses
6. We do not perform notary closings on Mortgages.

¹ Responsibilities of a Notary Public (<http://vermont-archives.org/notary/guide/Notary6.htm>)
VERMONT SECRETARY OF STATE – Jim Condos

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VERMONT SECRETARY OF STATE – Jim Condos

 _____ Town Clerk

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Date Approved: _____

This policy will be reviewed annually and updated as appropriate