

Fifty-fifth  
Legislative Assembly  
of North Dakota

## HOUSE BILL NO. 1353

Introduced by

Representative Keiser

1 A BILL for an Act to create and enact a new section to chapter 44-06 of the North Dakota  
2 Century Code, relating to name changes of notaries public; to amend and reenact sections  
3 44-06-04, 44-06-05, 44-06-11, 44-06-13, 44-06-13.1, and 44-06-14 of the North Dakota Century  
4 Code, relating to bonds, seals, commissions, and fees of notaries public; and to provide a  
5 penalty.

### 6 BE IT ENACTED BY THE LEGISLATIVE ASSEMBLY OF NORTH DAKOTA:

7 **SECTION 1. AMENDMENT.** Section 44-06-04 of the 1995 Supplement to the North  
8 Dakota Century Code is amended and reenacted as follows:

9 **44-06-04. Filing of oath, bond, and impression of notarial seal - Requirements of**  
10 **seal.** Each notary public, before entering upon the duties of such office, shall ~~obtain an official~~  
11 ~~seal bearing the notary public's name and shall file a legible impression of such seal and the~~  
12 notary public's oath and bond, in the office of the secretary of state. The secretary of state,  
13 upon receipt of the proper fee, oath, and bond, shall issue a certificate of authorization with  
14 which the notary public may obtain an official notary seal. A notary seal vendor may provide a  
15 notary with an official seal only upon presentation by the notary of a certificate of authorization.  
16 A copy of the certificate of authorization must be retained by the vendor and the original, which  
17 must contain a sample impression of the seal issued to the notary public, must be submitted to  
18 the secretary of state for approval and filing. After the certificate of authorization is approved  
19 and filed, the secretary of state shall issue a notary commission that authorizes the notary to  
20 perform the duties of the office of notary public.

21 An official notary seal may not contain a reproduction of the great seal of the state. An  
22 official seal is the property of the notary only and may not be retained or used by any other  
23 person. Upon the resignation, removal, revocation, or expiration of a notary's commission, or  
24 the death or name change of a notary, the notarial seal must be destroyed. When a notary's

1 official seal is lost, damaged, or is rendered otherwise unworkable, the notary shall immediately  
2 submit written notice of that fact to the secretary of state. Within five working days after receipt  
3 of the notice, the secretary of state shall issue a new certificate of authorization which a notary  
4 may use to obtain a replacement seal.

5       **SECTION 2.** A new section to chapter 44-06 of the North Dakota Century Code is  
6 created and enacted as follows:

7       **Name change.** A notary who has legally changed the notary's name shall submit to the  
8 secretary of state a rider to the notary's surety bond stating both the old and new names, the  
9 effective date of the new name, and a ten dollar fee within thirty days of the name change.  
10 Upon receipt of the rider and fee the secretary of state shall issue a certificate of authorization  
11 that a notary public may use to obtain a new seal. Once the authorization is on file the  
12 secretary of state shall issue a commission with the notary's new name.

13       **SECTION 3. AMENDMENT.** Section 44-06-05 of the North Dakota Century Code is  
14 amended and reenacted as follows:

15       **44-06-05. Vacancy - Disposition of records and seals.** Whenever the office of any  
16 notary public becomes vacant, the record of ~~such~~ the notary together with all papers relating to  
17 the office must be deposited in the office of the secretary of state except for the seal which  
18 must be destroyed as provided in section 44-06-04. If a notary public resigns the notary's  
19 commission, the notary shall notify the secretary of state within thirty days of the resignation,  
20 and shall indicate the effective date of the resignation. Any notary public who, on resignation or  
21 removal from office, or any executor or ~~administrator~~ personal representative of the estate of  
22 any deceased notary public who neglects to deposit ~~such~~ the records and papers as aforesaid  
23 for the space of three months, or any person who knowingly destroys, defaces, or conceals any  
24 records or papers of any notary public, shall forfeit and pay a sum of not less than fifty dollars  
25 nor more than five hundred dollars, and ~~he~~ that person also is liable in a civil action for  
26 damages to any party injured. If a notary public dies during the term of a commission, the  
27 executor or personal representative of the notary's estate shall submit a signed notice of the  
28 date of death of the notary.

29       **SECTION 4. AMENDMENT.** Section 44-06-11 of the 1995 Supplement to the North  
30 Dakota Century Code is amended and reenacted as follows:

1           **44-06-11. Revocation of notary commission - Notice.** In case the commission of  
2 ~~any~~ a person appointed as a notary is subject to a revocation action, the secretary of state shall  
3 give notice thereof by mail to ~~such~~ that person immediately and to the clerk of the district court  
4 of the proper county, using the procedures of chapter 28-32. The notice may provide that the  
5 person may not perform any notarial acts during the pendency of the revocation proceeding. A  
6 notary whose commission is revoked may be denied a new commission for a period of up to six  
7 years following the date of revocation.

8           **SECTION 5. AMENDMENT.** Section 44-06-13 of the North Dakota Century Code is  
9 amended and reenacted as follows:

10           **44-06-13. Acting as notary when disqualified - Penalty.** ~~Any~~ A notary public who  
11 exercises the duties of ~~his~~ a notary's office with knowledge that ~~his~~ the notary's commission  
12 has expired or has been ~~canceled~~ revoked or that ~~he~~ the notary is disqualified otherwise is  
13 guilty of an infraction, and, if appropriate, ~~his~~ the notary's commission must be ~~canceled~~  
14 revoked by the secretary of state using the procedure under chapter 28-32.

15           **SECTION 6. AMENDMENT.** Section 44-06-13.1 of the 1995 Supplement to the North  
16 Dakota Century Code is amended and reenacted as follows:

17           **44-06-13.1. ~~Wrongfully notarizing document~~ Prohibited acts - Penalty.** A notary  
18 public may not notarize a signature on a document if:

- 19           1. The document was not signed in the presence of the notary public.
- 20           2. The name of the notary public or the spouse of the notary public ~~is a party to the~~  
21 ~~document~~ appears on the document as a party to the transaction.
- 22           3. The signature is that of the notary public or the spouse of the notary public.
- 23           4. The notary public uses a name or initial in notarizing the document other than as it  
24 appears on the notary's commission. However, such an act by a notary by itself  
25 does not affect the validity of the document.

26 A notary public who violates this section is guilty of an infraction and the notary public's  
27 commission must be ~~canceled~~ revoked by the secretary of state, ~~who shall give written notice~~  
28 ~~of such cancellation to the notary public~~ using the procedure under chapter 28-32.

29           **SECTION 7. AMENDMENT.** Section 44-06-14 of the North Dakota Century Code is  
30 amended and reenacted as follows:

**44-06-14. Fees to be charged ~~by notaries public~~ for notarial acts - Penalty.** A

notary public is entitled to charge and receive ~~the following fees:~~ not more than five dollars per notarial act. A notary who charges a fee exceeding that amount is guilty of an infraction. It is an infraction for any person other than the notary public to impose or collect any monetary fee, charge, or commission in connection with the notarization of any document.

~~1. For each protest, fifty cents.~~

~~2. For recording the same, twenty five cents.~~

~~3. For each notice of protest completed and served, twenty five cents and postage for mailing the notice.~~

~~4. For taking affidavit and seal, one dollar and fifty cents.~~

~~5. For administering an oath or affirmation, ten cents.~~

~~6. For taking a deposition, each ten words, one and one half cents.~~

~~7. For each certificate and seal, one dollar and fifty cents.~~

~~8. For taking proof of acknowledgment, one dollar and fifty cents.~~