

NOTARY BOND RENEWAL SERVICE

(A division of Milwaukee Court Bond Agency, LLC)



P.O. Box 602 • Butler, Wisconsin 53007

Phone/Fax: 262-781-BOND (2663)

Email: notarybondrenewalservice@yahoo.com

Website: www.mcbabonds.com

Working together with Old Republic Surety Company (ORSC), a Wisconsin company, we have written thousands of Wisconsin Notary Bonds each year since 1966. **We offer 4-year notary bonds for only \$30.**

We can also provide you with the recommended Errors and Omissions insurance to protect yourself in the event of lawsuits. If you would like this coverage, please complete and return the application on the back & your payment along with your notary paperwork.

4 Easy Steps For Notary Bond Applications

(New or Renewal)

- #1 State of Wisconsin 4-year Notary Public Commission Application Form**
 - ▶ Complete sections 1 - 12 carefully, making sure everything is correct
(If you are brand new, you will need to purchase a notary stamp first)
 - ▶ Take and pass the notary exam at www.wdfi.org
 - ▶ Print the certificate to send with the forms and checks

- #2 Oath of Office Form and Bond Instructions form**
 - ▶ **Oath:** Have another Notary witness your signature (#1 - 2) then **they** complete #3 - 9
 - ▶ **Bond:** Complete sections #1 - 6 – DO NOT COMPLETE SECTIONS #7 - 13
(Notary Bond Renewal Service will complete #7 - 13)

- #3 Enclose 2 checks**
 - ▶ One check is made payable to:
Notary Bond Renewal Service for \$30 for the 4-year, \$500 bond
 - ▶ The second check is made payable to:
Wisconsin Department of Financial Institutions for \$20 for the filing fee
(unless this fee was prepaid online)

- #4 Mail the following to Notary Bond Renewal Service:**
 - ▶ Completed Application form
 - ▶ Completed Oath of Office and Bond Instruction form
 - ▶ Certificate for the completed exam
 - ▶ Check(s) to:

**NOTARY BOND RENEWAL SERVICE
P.O. BOX 602
BUTLER, WI 53007**

We will sign the bond on behalf of Old Republic Surety Company and file your application with the Wisconsin Department of Financial Institutions. You will get an email from DFINotary@Wisconsin.gov notifying you of your Notary commission appointment. **If you are renewing your notary, Madison will hold your paperwork until your commission expiration date to give you the entire 4 years' worth.** You can also look up commission dates at www.wdfi.org.

Thank you for your business!

Notary Errors & Omissions Insurance

I have a Notary Bond. Will that protect me?

No. It is a common misunderstanding that a state-required Notary bond protects Notaries. It does not. If the surety company makes a payment on your claim, you are required to pay them back.

The Notary bond protects the public. State statutes regulate and prescribe the duties of a Notary Public. Professional liability is imposed on the Notary Public and, in most states, there is a mandatory bond requirement to protect the public.

The mandatory bond can range from \$500 to \$25,000. This is not an insurance policy. If a claim against the Notary is made and the bond is used, the money will have to be reimbursed by the Notary, as required by law. When damages exceed the amount of the bond, the Notary is responsible as well. The Notary Public has unlimited financial liability if he or she causes the public harm as a result of an error or omission.

Protecting yourself and your assets is easy and very affordable. Enjoy peace of mind while on the job...activate your Notary Errors and Omissions Insurance policy now. Protect yourself against liability for just pennies a day.

The rates are as follows:	<u>Limits of Liability:</u>	<u>4 Year Premium:</u>
	\$10,000.00 aggregate	\$40.00
	\$15,000.00 aggregate	\$50.00
	\$25,000.00 aggregate	\$60.00
	\$30,000.00 aggregate	\$65.00

Simply complete and return the application below, along with a check for the premium and your notary renewal paperwork and we will coordinate your coverage dates to coincide with your notary commission dates.

That's it! And you will be protected.

Feel free to contact Notary Bond Renewal Service with any questions - notarybondrenewalservice@yahoo.com or 262-781-2663.

 Mail to Notary Bond Renewal Service

Application for the optional Errors and Omissions Coverage

Please print or type legibly

Name exactly as it appears on your commission: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: _____

Date your Notary Commission Expires: _____

Notary Errors and Omissions Policy:

Limit of Liability: \$10,000 \$15,000
 \$25,000 \$30,000

Signature of Applicant: _____

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