

Notary & Apostille Service, Inc.

Apostille, Authentication, Embassy Legalization & Translation Services

Document standards for Authentication

This is the Venue

State of New York)

County of Queens)

This is the Jurat

Sworn to (or affirmed) and subscribed before me this

the 29th day of July, 2012,

by Your Full Name

John Doe

Notary Public's Signature

Each document to be authenticated must have something that looks similar to this statement; the actual wording will vary according to the procedure your state.

In NY the Notary Stamp can be stamped, typed or written or if other states allow. The "Certificate on file" is an extra line that may appear if the notary has filed a "Certificate of Character" in another county; it may not be on all notary stamps. The "Certificate of Character" allows the notary's signature to be authenticated in a county other than the one they are qualified in

John Doe
Notary Public – State of New York
No. 01D111111
Qualified in Bronx County
My Commission Expires July 28, 2016
Certificate Filed in Kings County

Notary stamp: "Qualified in" should be where the notary lived when they applied for a notary commission, not where they are currently working.

Here is a list of things that will cause your document to be rejected for a Notary Authentication:

- Missing Venue – the location where the notary administered the oath or acknowledgment (the venue is the part of the notary wording that says State of ____, County of ____).
- Missing Jurat – the statement that the notary administered the oath or acknowledgment (This is the notarial wording, such as Sworn to or affirmed & subscribed before me this __ Day of ____, 20__, or The foregoing instrument was acknowledge before me this __ Day of ____, 20__
- The Notary Signature is missing
- Signature of the notary on your document is different from the signature that's on file
- There is no date on the document or in the notary area. The notary must state the date the document the notary stamp was placed on the document.
- The Venue is not written in English
- The Jurat is not written in English
- The notary stamp has expired
- The notary is not qualified in that county (if the notary has a Certificate of Character on file in that county it was not placed on the document or was not on the notary stamp). It could also be the notary put the county where they work rather than the county where they live * [New York Notary Public Law](#)



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