

## NOTICE OF PUBLIC HEARING ON ADMINISTRATIVE RULES

**DATE:** Thursday, August 12, 2019

**TIME:** 2:00 p.m.

**LOCATION:** 17th Floor Training Room

180 East Broad Street, Columbus, OH 43215

Pursuant to Chapter 119 of the Ohio Revised Code, the Ohio Secretary of State gives notice of a public hearing regarding the proposal of the following new administrative rules, which are being adopted pursuant to Sub. S.B. No. 263 of the 132nd General Assembly:

**111: 6-1-01 Definitions** – to define terms used in the rule

**111: 6-1-02 Commission Application** – to outline to process of what must be completed, how to obtain information on the education and testing providers and details on the criminal records check requirement.

**111: 6-1-03 Commission Application for Attorney Notary Publics** – to outline the process of what an attorney must do to apply for a commission and how to obtain the education from the authorized providers.

**111: 6-1-04 Commission Renewals** – outlines the process, timing and education requirement for renewals for non-attorney notary publics

**111: 6-1-05 Online Authorizations** – outlines the process, education, testing requirements for all notary publics to complete to be authorized to obtain the authorization to perform online notarial acts.

**111: 6-1-06 Online Authorization Renewals** – outlines the process for education and filing requirements for a notary public to submit to renew the authorization to perform online notarial acts

**111: 6-1-07 Authorized Providers** – describes where our office will post contact information for authorized providers so that customers can access that information, and also outlines the curriculum and testing requirements for the providers to comply with when providing services.

**111: 6-1-08 Electronic Seal and Signature** – Explains the requirements for the format of the electronic signature and seal

**111: 6-1-09 Electronic Notarial Certificates** – Explains the format for the notarial certificate that must be used in Ohio

**111: 6-1-10 Requirements for Online Notarial Acts** – This gives the specifications required for online notarization systems that must be followed when performing an online notarial act

**111: 6-1-11 Electronic Journal** – describes the requirements for the completion and storage of an electronic journal which must be used for an online notarial act

**111: 6-1-12 Notarial Fees** – Sets the fees a notary public may charge depending on the type of act

**111: 6-1-13 Complaints** – Lists the requirements which must be contained in a written complaint against a notary public

**111: 6-1-14 Investigation and Discipline** - Explains the process to conduct an investigation, hearings and discipline for a notary public following a complaint

The public hearing will take place at the date, time and location noted above. The complete text of the proposed rules is available at the Register of Ohio: <http://www.registerofohio.state.oh.us/>

For additional information, please contact SOS Legislative Director, Chris Oliveti at [coliveti@ohiosos.gov](mailto:coliveti@ohiosos.gov) .