

HOW TO RESIGN YOUR NOTARY COMMISSION

Please send a letter to our office and include the following information:

1. Name as commissioned and Certificate number
2. Attach the original Notary Commission Certificate OR state in the letter it is no longer in your possession
3. State in the letter that you have destroyed your notary stamp OR that you have included it with the letter for our office to destroy
4. Provide a forwarding address to send a resignation acceptance letter
5. Date resignation effective

* If you have a log book, it is at your discretion if you would like to keep it for personal records (recommended), destroy it, or include it with the letter for our office.

** Our office address is: Notary Section
 Office of the General Counsel
 The Capitol, Suite 209
 Tallahassee, FL 32399

Q: I am moving in-state and need to update my address OR I am moving out of state.

A: If you are moving to a new address within the state of Florida, please contact the Department of State Notary Section at 850-245-6975.

If you are moving out of the state of Florida, you need to resign your notary commission as a Florida notary commission is not transferable to another state. Please look at the answer to how to resign a notary commission above.