

**APPLICATION FOR CHANGE OF NAME  
AS TEXAS NOTARY PUBLIC**

(1) SOCIAL SECURITY #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ \* (2) TX. DRIVERS LICENSE # \_\_\_\_\_

(3) NAME TO BE USED AS A NOTARY PUBLIC:

\_\_\_\_\_  
(LAST) (FIRST) (MIDDLE) (SUFFIX)

(4) MAILING ADDRESS: [Please note that this change of name application is a public record that is subject to public access and disclosure. When providing address information, use a business or post office box address rather than a residence address if privacy concerns are an issue.]

\_\_\_\_\_  
(ADDRESS) (CITY) (STATE) (ZIP CODE)

(5) COUNTY OF RESIDENCE: \_\_\_\_\_

(6) NAME IN WHICH YOUR PRESENT COMMISSION IS ISSUED: \_\_\_\_\_

(7) DATE CURRENT COMMISSION EXPIRES: \_\_\_\_\_

I hereby certify that the information herein provided is true and correct and that I am not disqualified by law or any other reason from holding the office of Notary Public.

X \_\_\_\_\_  
SIGNATURE OF APPLICANT (MUST MATCH NAME IN #3)

\*The disclosure of your social security number is mandatory. Its solicitation is authorized by Chapter 406 of the Government Code and is used to maintain accuracy of the notary records.

**INSTRUCTIONS**

The name change procedure is optional. The notary public may continue to sign the name that is shown on their commission until that commission expires and change their name when they renew their term.

The name change will be effective on the date all (4) items listed below are received in this office providing there are no errors or omissions. An amended commission reflecting the name change and the effective date of the change will be issued.

1. **APPLICATION:** Complete the application above. Do not omit any information.
2. **RIDER:** Obtain and send an original rider or endorsement changing the name on your bond from the bonding or surety company which executed your original notary bond.
3. **CERTIFICATE OF COMMISSION:** Return your original notary public commission to this office. If you no longer have your commission, submit a letter stating so.
4. **FILING FEE:** A filing fee of \$20.00 is required for filing the bond rider and issuing an amended commission. Make checks payable to "Secretary of State".

Mail all four items listed above to Secretary of State, Notary Public Unit, P. O. Box 13375, Austin, Texas 78711-3375.