

Dear Notary:

Missouri Law requires any notary public who lawfully changes their name, address and/or employer county (non-resident notaries) obtain an amended commission. The enclosed forms provide everything you need to complete the amended commission process. Email or mail the following forms to us to complete the process:

**Application for Amended Commission** – Please make sure all blanks are filled in. Then sign at the red “X”. Your signature must match your printed name in Line 1. If any information is missing, your amended commission may be delayed.

**Order Form** – A new seal reflecting your name and/or county change is required by law. Select your new seal and any additional products you desire. Please make sure you add applicable state and local tax.

Once you receive your amended commission certificate from the Secretary of State's office, please email us a copy. We will verify your commission with the state and your notary supplies will be shipped within three business days.

*Note: The amended commission process does not extend your commission; your expiration date will remain the same. Please contact our office at 1.800.821.0826 or info.mo@npuonline.com if you have any questions.*

## ORDER ONE OF THESE COMPLETE NOTARY PACKAGES

See Order Form & Product Descriptions On Reverse Side

### Premium Package - \$39<sup>00\*</sup>

State Filing Fees - \$5.00  
 Rider/Bond Processing Fee - \$10.00  
 Rectangular Self-Inking Stamp - \$24.00  
*(Your choice of stamp case color!)*

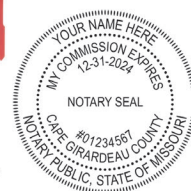


YOUR NAME HERE  
 NOTARY PUBLIC - NOTARY SEAL  
 STATE OF MISSOURI  
 MY COMMISSION EXPIRES SEPTEMBER 30, 2024  
 ST. LOUIS COUNTY  
 COMMISSION #012345678

\*Prices do NOT include tax, shipping & handling

### Classic Package - \$43<sup>95\*</sup>

State Filing Fees - \$5.00  
 Rider/Bond Processing Fee - \$10.00  
 Round Self-Inking Stamp - \$28.95  
*(Your choice of stamp case color!)*



### Deluxe Package - \$49<sup>00\*</sup>

State Filing Fees - \$5.00  
 Rider/Bond Processing Fee - \$10.00  
 Notary Public Record Book - \$10.00  
 Rectangular Self-Inking Stamp - \$24.00  
*(Your choice of stamp case color!)*



# Missouri - Amended Commission Order Form



## Rectangular Self-Inking Stamp - \$24.00

Express yourself with one of our colorful self-inking stamps! The Printy stamp from Trodat® is now available in many exciting colors. Get clear, crisp impressions without using a stamp pad.  
(Choose stamp case color below.)



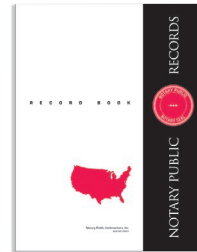
## Round Self-Inking Stamp - \$28.95

The Trodat® round self-inking stamp produces thousands of consistent impressions and can also be carried without creating a mess thanks to the cap supplied. (Choose stamp case color below.)



## Heavy Duty Rectangular Self-Inking Stamp - \$38.95

This professional stamp is ideal for notaries adding their official seal to documents with ease and efficiency. An excellent choice for high volume usage.



## Notary Public Record Book - \$10.00

Record the details of the notarial acts you perform with this record book. It includes room for 256 entries and complete "how to" instructions. *Maintaining a record book is required by Missouri law.*



## Heavy Duty Round Self-Inking Stamp - \$44.95

High-quality stamp designed for high volume usage and many years of service. Great for notary and professional legal seals.

Package Options			
PRODUCT DESCRIPTION	PRICE	TAX**	COST
Premium Package (choose stamp case color)	\$39.00		
Classic Package (choose stamp case color)	\$43.95		
Deluxe Package (choose stamp case color)	\$49.00		
Rider/Bond Processing & State Filing Fees	\$15.00	N/A	
Additional Supplies			
Rectangular Self-Inking Stamp* (choose stamp case color)	\$24.00		
Heavy Duty Rectangular Self-Inking Stamp*	\$38.95		
Round Self-Inking Stamp* (choose stamp case color)	\$28.95		
Notary Public Record Book	\$10.00		
Heavy Duty Round Self-Inking Stamp*	\$44.95		
Round Mobile Self-Inking Stamp* (additional colors available online)	\$29.00		
Display Sign (additional colors available online)	\$15.00		
Shipping & Handling			\$9.95
Total			

If we cannot process your order within 12 months due to lack of information, we are no longer obligated to fulfill your order and payment becomes non-refundable.

\* Missouri law requires a notary public only have one stamp and/or embosser.

\*\* Add applicable Missouri state and local sales tax.

Payment:  Check  Money Order

Name On Card: \_\_\_\_\_

Card No.: \_\_\_\_\_ Expires: \_\_\_\_\_ MM/YY

Billing Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ (XXX) XXX-XXXX

Signature: \_\_\_\_\_  
For Credit Card Authorization Only

Mail My Products To:  Home  Business  Other Address:

Business Name (If applicable) \_\_\_\_\_

Street Address/PO Box \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address (By providing your email address on the order form or application, you are opting in to receive emails such as order statuses, renewal reminders, law updates and other notary related information.)

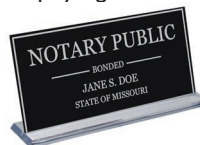
## Round Mobile Self-Inking Stamp - \$29.00

The round mobile stamp is a small, portable stamp that produces excellent notary seal impressions whether you're at home, work, or on the go. The one-handed stamping operation is made easier by its innovative design, which includes a built-in stamp pad, for even pressure distribution.  
Additional colors available online.



## Display Sign - \$15.00

Advertise your services with this 3.75" x 7.875" personalized display sign. Custom engraved with your name in white lettering on a black background set on a clear acrylic base. Additional colors available online.



For More Notary Products & Options Visit Our Website at [www.NotaryPublicUnderwriters.com](http://www.NotaryPublicUnderwriters.com)



State of Missouri
John R. Ashcroft, Secretary of State

(Non-Resident Notaries Only)

Application for Amended Commission as a Notary Public
Change of Employer County

(Application fee \$5)

Print or Type

1. Name (This name must appear as it is signed in #7) Date of Birth (MM/DD/YYYY)

2. Home Address
City State Zip Code

3. New Employer
Address
City State Zip Code

4. Daytime Phone Number

5. Missouri Commission Number

6. CHANGE IN EMPLOYER COUNTY (For Non-Resident Notaries ONLY)

I hereby request the Secretary of State to issue an amended notary public commission changing my county of employment from
County, Missouri, to
County,
Missouri, where I am presently employed, effective on the
day of
.

X

7. Signature and Email Address of Applicant (This signature must appear as it is typed or written in #1)