

# North Carolina Department of Secretary of State CLE Agenda

## CLE Course Description

### 3 hour CLE

Title: Notary and eNotary

This course will cover North Carolina General Statute 10B, Article 1 and Article 2. The primary components of and purpose of the notary law will be taught, including personal appearance requirements, satisfactory evidence of identity, safeguarding the notary seal, and the statutory penalties for failing to uphold the notary law. The electronic notary law, including the acquisition, practical use and storage of the electronic notary signature and seal will be covered. Personal appearance requirements, as well as the eNotary exam and registration will be covered in detail.

Completion of this 3 hour CLE will satisfy the education requirement to become an electronic notary public in North Carolina. The electronic notary public exam will be offered at the conclusion of the course for attendees who want to become an Electronic Notary. (Those taking the exam should bring an electronic device to class)

In order to register as an electronic notary public the applicant must:

- Have a current N.C. notary commission
- Must complete an application and submit it along with \$50 to the N.C. Department of Secretary of State
- Must pass the eNotary exam with a score of at least 80%
- Detailed instructions can be found at: <https://www.sosnc.gov/enotary/enotaryhowto.aspx>
- (Those who have two (2) years or less remaining on their current commission will be given the option to renew their notary commission early because the eNotary registration will expire on the same date as the notary commission).

## Instructor

Ozie Stallworth, Electronic Notarization and Notary Enforcement Director

## Agenda

8:30 – 9:00      Registration

9:00 – Noon      Notary Laws, Practices and Procedures

Noon – 12:30    eNotary Examination

Date: February 27, 2020