



ELAINE F. MARSHALL  
SECRETARY OF STATE

STATE OF NORTH CAROLINA  
DEPARTMENT OF THE SECRETARY OF STATE

Certification and Filing Division  
Office of Notary Investigations and Enforcement  
P.O. BOX 29626  
RALEIGH, NC 27626-0622  
PHONE: 919-814-5400 FAX: 919-807-2210

E-MAIL: [Notary@sosnc.gov](mailto:Notary@sosnc.gov) WEBSITE ADDRESS: WWW.SOSNC.GOV

**MORTGAGE FRAUD NOTARY COMPLAINT FORM**

The Department has the authority to investigate complaints against any North Carolina Notary when there is an allegation or appearance of violation of Chapter 10B of the North Carolina General Statutes, any rule adopted or any order issued pursuant to this Chapter.

**Instructions:** Please provide detailed information, be specific and compose clear, concise answers. Please furnish copies of any documents or other materials relating to this complaint. If additional space is needed attach separate sheets and reference the item. **Please type or print clearly.**

**COMPLAINANT INFORMATION**

USE TAB OR ARROW KEY

FULL NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_  
 First Middle Last MM/DD/YYYY

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ BUSINESS PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**INFORMATION ABOUT THE PROPERTY**

If more space is needed please attach additional pages and reference the item as "Mortgage Fraud Notary Information"

Name of the original lender that financed this loan:

Lender Name	Lender's Address	Contact Person	Phone Number
_____	_____	_____	_____

ADDRESS OF PROPERTY: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

COUNTY: \_\_\_\_\_

Description of property:

Was your Real Estate Mortgage recorded?

Name of County	Book	Page	Date of Recordation
_____	_____	_____	_____
_____	_____	_____	_____

Has a foreclosure claim been filed? \_\_\_\_\_

Claim number	County where claim was filed
_____	_____
_____	_____

**INFORMATION ABOUT THE MORTGAGE SERVICE PROVIDERS**

Service Providers	Company's Address	Contact Person	Phone Number
Real Estate Agent/Broker	_____	_____	_____
Closing Attorney	_____	_____	_____
Appraiser	_____	_____	_____
Title Company	_____	_____	_____
Loan Officer	_____	_____	_____
Other	_____	_____	_____

**INFORMATION ABOUT THE NOTARY WHICH YOU ARE FILING A COMPLAINT AGAINST**

If more space is needed please attach additional pages and reference the item as "Notary Information"

Notary Name	Title/Position	Notary Address	Phone No.
_____	_____	_____	_____
_____	_____	_____	_____

NAME OF NOTARY'S  
EMPLOYER:

\_\_\_\_\_

DOING BUSINESS  
AS (DBA) OR  
OTHER NAMES IT

\_\_\_\_\_

ADDRESS OF  
ORGANIZATION:

\_\_\_\_\_

CITY:

\_\_\_\_\_

STATE:

\_\_\_\_\_

ZIP:

\_\_\_\_\_

PHONE:

\_\_\_\_\_

CELL PHONE:

\_\_\_\_\_

FAX NUMBER:

\_\_\_\_\_

E-MAIL:

\_\_\_\_\_

(If you need more space attach additional sheets and reference the item number.)

**1. Describe your complaint. Be Specific.**

**2. Describe documents in your possession that relate to your complaint. Please attach copies of all relevant materials to this complaint.**

**3. Have you contacted any other governmental agency regarding your complaint? If so, please provide the name of the agency, address, phone number and contact person.**

Agency	Address	Telephone	Contact Person
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4. Have you contacted the person or organization against which you have a complaint? If so, please provide us with the name of the individual you spoke with and tell us their response. (Please attach copies of any correspondence along with other documents exchanged between you and this entity.)

5. Have you contacted a private attorney regarding this matter? If so, please include the attorney's name, address and phone number.

Attorney Name	Address	Telephone
_____	_____	_____
_____	_____	_____

6. Is court action pending? If so, please furnish the name and location of the court as well as the name, title, and index number of the proceeding. (Please provide copies of any relevant court documents.)

7. Are you aware of any person other than yourself that might have or had a similar experience with this notary or who might be able to provide additional information that would be helpful? If so, please provide name, address and phone number, and explain their role below.

Name	Address	Telephone
_____	_____	_____
_____	_____	_____

8. Are you aware of any other names, principles, associates or organizations affiliated with the subject of your complaint that might be able to contribute additional details regarding this matter? If so, please include addresses and phone numbers.

Name of Person or Organization	Address	Telephone	Contact Person for Organization
_____	_____	_____	_____
_____	_____	_____	_____

Please be advised that the North Carolina Department of the Secretary of State Notary Public Section has authority over matters that relate to North Carolina General Statutes Chapter 10B of the purpose of protecting the public against fraud and forgery by commissioning and regulating notaries public. The function of this section is to investigate accusations of official misconduct on the part of a notary. Please be aware that most information maintained by this Department is public record as a matter of law. By signing below you acknowledge that you are willing to appear in court and testify in this matter if necessary. If other parts of your real estate transaction cause you concern and you desire to contact other governmental agencies that might have jurisdiction over other parts of the real estate transactions, then contact:

North Carolina Real Estate Commission  
Location: 1313 Navaho Drive, Raleigh, NC 27601  
Mailing Address: P.O. Box 17100, Raleigh, NC 27619-7100  
919-875-3700  
[www.ncrec.gov](http://www.ncrec.gov)

North Carolina Commissioner of Banks  
Location: 316 W. Edenton Street, Raleigh, NC 27603  
Mailing Address: 4309 Mail Service Center, Raleigh, NC 27699-4309  
888-384-3811  
[www.nccob.org](http://www.nccob.org)

North Carolina State Bar  
Attention: Chairman of the Grievance Committee  
P.O. Box 25908, Raleigh, NC 27611  
919-828-4620  
[www.ncbar.gov](http://www.ncbar.gov)  
[kjean@ncbar.gov](mailto:kjean@ncbar.gov)  
[ewhite@ncbar.gov](mailto:ewhite@ncbar.gov)

U.S. Department of Housing and Urban Development (HUD)  
Local Office: Greensboro Field Office  
Asheville Building, 1500 Pinemcroe Road, Suite 401, Greensboro, NC 27407-3838  
336-547-4001  
[www.hud.gov](http://www.hud.gov)

North Carolina Department of Justice  
Consumer Protection  
Attorney General's Office, Mail Service Center 9001, Raleigh, NC 27699-9001  
919-716-6000  
[www.ncdoj.com](http://www.ncdoj.com)

The North Carolina Department of the Secretary of State Notary Public Section does not act as your personal attorney nor can we recover money or property for you. If you have questions about your legal rights and responsibilities, please consult a private attorney. You might need to retain an attorney to assist you and need to identify an attorney in your community, then contact:

North Carolina Bar Association Lawyer Referral Service Call Center  
1-800-662-7660 (In state) and 919-677-8574 (Out of state)  
[www.ncbar.org](http://www.ncbar.org)

Legal Aid of North Carolina  
Local offices are listed on the website at [www.legalaidnc.org](http://www.legalaidnc.org)

Mail the completed form and all documentation to: NC Department of the Secretary of State, Notary Enforcement Section, P.O. Box 29626, Raleigh, NC 27626-0622

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Signature

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Printed Name

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Date