

TITLE 18 – DEPARTMENT OF THE SECRETARY OF STATE

CHAPTER 07 - NOTARY PUBLIC DIVISION

SUBCHAPTER 07B – GENERAL REQUIREMENTS

SECTION .0100 – GENERAL PROVISIONS

- 18 NCAC 07B .0101 SCOPE
- 18 NCAC 07B .0102 DEFINITIONS
- 18 NCAC 07B .0103 OPERATING HOURS AND GENERAL CONTACT INFORMATION
- 18 NCAC 07B .0104 ADA ACCOMMODATION
- 18 NCAC 07B .0105 OBTAINING REQUESTED INFORMATION
- 18 NCAC 07B .0106 WAIVER
- 18 NCAC 07B .0107 CONTENTS OF WAIVER REQUEST
- 18 NCAC 07B .0108 FACTORS USED IN CONSIDERING WAIVER REQUESTS
- 18 NCAC 07B .0109 COMPUTATION OF TIME PERIODS
- 18 NCAC 07B .0110 REQUEST TO DEPARTMENT FOR CONFIDENTIAL INFORMATION
- 18 NCAC 07B .0111 PROPERTY OF NOTARY PUBLIC

SECTION .0200 – FEES PAID TO THE DEPARTMENT

- 18 NCAC 07B .0201 U.S. CURRENCY
- 18 NCAC 07B .0202 ONLINE FEE PAYMENT
- 18 NCAC 07B .0203 FEES PAID IN PERSON
- 18 NCAC 07B .0204 FEES PAID BY USPS OR BY DELIVERY SERVICE
- 18 NCAC 07B .0205 FEE FOR DISHONORED PAYMENT
- 18 NCAC 07B .0206 FILING NOT PROCESSED IF PAYMENT DISHONORED
- 18 NCAC 07B .0207 DEPARTMENT ACTIONS UPON DISHONORED PAYMENT
- 18 NCAC 07B .0208 NOTICE TO FILER OF DISHONORED PAYMENT

SECTION .0300 – FILING, SIGNATURES ON FILINGS, AND RESPONSES TO REQUESTS FOR INFORMATION

- 18 NCAC 07B .0301 FORM USE REQUIRED
- 18 NCAC 07B .0302 MODE OF FILING
- 18 NCAC 07B .0303 PAPER FILINGS PERMITTED
- 18 NCAC 07B .0304 INAPPLICABLE QUESTIONS
- 18 NCAC 07B .0305 RESPONSE TO QUESTIONS AND REQUESTS FOR INFORMATION
- 18 NCAC 07B .0306 ATTACHMENTS
- 18 NCAC 07B .0307 NOTICE OF ATTACHMENT
- 18 NCAC 07B .0308 SIGNATURE FOR ENTITY
- 18 NCAC 07B .0309 FORM PREPARER SIGNATURE REQUIRED
- 18 NCAC 07B .0310 INCOMPLETE FILINGS
- 18 NCAC 07B .0311 REJECTION OF INCOMPLETE FILINGS
- 18 NCAC 07B .0312 FILING DATE OF DOCUMENT

- 18 NCAC 07B .0313 EXTENSION REQUEST TO DEPARTMENT
- 18 NCAC 07B .0314 DEPARTMENT RESPONSE TO EXTENSION REQUEST

SECTION .0400 – FORMS

- 18 NCAC 07B .0401 GENERAL
- 18 NCAC 07B .0402 CONTACT INFORMATION
- 18 NCAC 07B .0403 CERTIFICATE OF APPOINTMENT FORM
- 18 NCAC 07B .0404 ELECTRONIC NOTARY PUBLIC REGISTRATION FORM
- 18 NCAC 07B .0405 FORM NOTIFYING DEPARTMENT OF SELECTION OF TECHNOLOGY PROVIDERS BY ~~ELECTRONIC NOTARIES~~ NOTARY PUBLIC
- 18 NCAC 07B .0406 NOTICE TO DEPARTMENT OF CHANGE BY ELECTRONIC NOTARY IN TECHNOLOGY PROVIDER
- 18 NCAC 07B .0407 INITIAL APPLICATION FOR NOTARY COMMISSION FORM
- 18 NCAC 07B .0408 AFFIDAVIT OF MORAL CHARACTER
- 18 NCAC 07B .0409 APPLICATION FOR RECOMMISSIONING AS NOTARY PUBLIC
- 18 NCAC 07B .0410 NOTICE OF CHANGES REQUIRED BY 18 NCAC 07D .0301
- 18 NCAC 07B .0411 NOTICE OF CHANGES REGARDING CRIMINAL HISTORY RECORD
- 18 NCAC 07B .0412 NOTICE OF CHANGES REGARDING PROFESSIONAL LICENSES, NOTARY COMMISSIONS, OR PUBLIC OFFICES
- 18 NCAC 07B .0413 NOTICE OF CHANGES REGARDING FINDINGS OR ADMISSIONS OF DECEIT, OFFICIAL MISCONDUCT, FALSE OR MISLEADING ADVERTISING, OR UNAUTHORIZED PRACTICE OF LAW
- 18 NCAC 07B .0414 APPLICATION FOR CERTIFICATION AS NOTARY INSTRUCTOR
- 18 NCAC 07B .0415 RECOMMENDATION OF NOTARY INSTRUCTOR APPLICANT
- 18 NCAC 07B .0416 EMPLOYER AFFIDAVIT REGARDING INSTRUCTOR APPLICANT ACTIVE EXPERIENCE FORM
- 18 NCAC 07B .0417 STUDENT EVALUATION OF NOTARY INSTRUCTOR FORM
- 18 NCAC 07B .0418 APPLICATION FOR RECERTIFICATION AS NOTARY INSTRUCTOR
- 18 NCAC 07B .0419 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07B .0420 NOTARY FORM TO REPORT TECHNOLOGY DYSFUNCTIONS
- 18 NCAC 07B .0421 STAND-ALONE NOTARIAL CERTIFICATE
- 18 NCAC 07B .0422 APPLICATION FOR TECHNOLOGY PROVIDER AUTHORIZATION – GENERAL
- 18 NCAC 07B .0423 APPLICATION FOR IPEN AUTHORIZATION
- 18 NCAC 07B .0424 APPLICATION FOR PLATFORM LICENSE
- 18 NCAC 07B .0425 APPLICATION FOR CREDENTIAL ANALYSIS AUTHORIZATION
- 18 NCAC 07B .0426 APPLICATION FOR IDENTITY PROOFING AUTHORIZATION
- 18 NCAC 07B .0427 APPLICATION FOR CUSTODIAN AUTHORIZATION
- 18 NCAC 07B .0428 CUSTODIAL NOTARY ANNUAL REPORT FORM
- 18 NCAC 07B .0429 TECHNOLOGY PROVIDERS OTHER THAN PLATFORMS VERIFYING CONTINUING COMPLIANCE
- 18 NCAC 07B .0430 ~~TRADITIONAL~~ PHYSICAL SEAL MANUFACTURER OR VENDOR REGISTRATION WITH DEPARTMENT FORM

18 NCAC 07B .0431 FORM FOR NOTARY REPORTABLE INCIDENTS

SECTION .0500 – CRIMINAL RECORDS

18 NCAC 07B .0501 CRIMES

18 NCAC 07B .0502 ADDITIONAL REQUIREMENTS FOR AN INDIVIDUAL LISTING
CONVICTIONS

18 NCAC 07B .0503 EXPLANATION OF CONVICTIONS

18 NCAC 07B .0504 ADDITIONAL DOCUMENTATION FOR CONVICTIONS

18 NCAC 07B .0505 REQUIREMENTS FOR INDIVIDUAL WITH PENDING CRIMINAL CHARGES

18 NCAC 07B .0506 NOTICE TO DEPARTMENT OF DISPOSITION OF PENDING CHARGE

SECTION .0600 – DENIALS, DISCIPLINE, AND ENFORCEMENT

18 NCAC 07B .0601 FACTORS FOR DISCIPLINARY ACTIONS

18 NCAC 07B .0602 DENIALS

18 NCAC 07B .0603 LEVELS OF ENFORCEMENT

18 NCAC 07B .0604 LETTER OF CAUTION

18 NCAC 07B .0605 WARNING

18 NCAC 07B .0606 SUSPENSION

18 NCAC 07B .0607 RESTRICTION

18 NCAC 07B .0608 MANDATORY REVOCATION

18 NCAC 07B .0609 FAILURE TO REMIT FEES

18 NCAC 07B .0610 FAILURE TO VERIFY

**SECTION .0700 – REPORTING PROFESSIONAL LICENSES, PUBLIC OFFICES, AND
NOTARY COMMISSIONS**

18 NCAC 07B .0701 GENERAL

18 NCAC 07B .0702 REQUIREMENTS REGARDING PROFESSIONAL LICENSES AND NOTARIAL
COMMISSIONS

18 NCAC 07B .0703 DISCIPLINARY ACTION INVOLVING A PROFESSIONAL LICENSE OR NOTARY
COMMISSION

18 NCAC 07B .0704 PUBLIC OFFICES

18 NCAC 07B .0705 DENIALS OF PUBLIC OFFICES

18 NCAC 07B .0706 RESIGNATIONS FROM PUBLIC OFFICES

18 NCAC 07B .0707 DISCIPLINARY ACTION INVOLVING A PUBLIC OFFICE

18 NCAC 07B .0708 EVIDENCE OF MINIMUM EXPERIENCE (TRANSFERRED TO 18 NCAC 07E
.0201 EFF. JUNE 1, 2023)

18 NCAC 07B .0709 JOURNAL AS EVIDENCE OF EXPERIENCE (TRANSFERRED TO 18 NCAC 07E
.0204 EFF. JUNE 1, 2023)

18 NCAC 07B .0710 EMPLOYER AFFIDAVIT AS EVIDENCE OF EXPERIENCE (TRANSFERRED TO
18 NCAC 07E .0209 EFF. JUNE 1, 2023)

18 NCAC 07B .0711 ALTERNATIVE EVIDENCE OF EXPERIENCE (TRANSFERRED TO 18 NCAC 07E
.0212 EFF. JUNE 1, 2023)

18 NCAC 07B .0712 RECOMMENDATIONS (TRANSFERRED TO 18 NCAC 07E .0112 EFF. JUNE 1,
2023)

18 NCAC 07B .0713 ORAL PRESENTATION REQUIREMENT FOR APPLICANT (TRANSFERRED TO 18 NCAC 07E .0303 EFF. JUNE 1, 2023)

18 NCAC 07B .0714 NOTARY PUBLIC INSTRUCTOR CERTIFICATION AND RECERTIFICATION EXAMINATIONS (TRANSFERRED TO 18 NCAC 07E .0302)

18 NCAC 07B .0715 ADDITIONAL REQUIREMENTS (TRANSFERRED TO 18 NCAC 07E .0701 EFF. JUNE 1, 2023)

18 NCAC 07B .0716 MINIMUM INSTRUCTIONAL DUTIES OF CERTIFIED NOTARY PUBLIC INSTRUCTORS (TRANSFERRED TO 18 NCAC 07E .0601 EFF. JUNE 1, 2023)

18 NCAC 07B .0717 EVALUATIONS OF INSTRUCTION (TRANSFERRED TO 18 NCAC 07E .1001 EFF. JUNE 1, 2023)

18 NCAC 07B .0718 ELIGIBILITY FOR RECERTIFICATION AS NOTARY PUBLIC INSTRUCTOR (TRANSFERRED TO 18 NCAC 07E .1101 EFF. JUNE 1, 2023)

18 NCAC 07B .0719 NOTARY PUBLIC INSTRUCTOR RECERTIFICATION REQUIREMENTS (TRANSFERRED TO 18 NCAC 07E .1102 EFF. JUNE 1, 2023)

18 NCAC 07B .0720 DENIAL OF NOTARY PUBLIC INSTRUCTOR CERTIFICATION OR RECERTIFICATION (TRANSFERRED TO 18 NCAC 07B .1103 EFF. JUNE 1, 2023)

SECTION .0800 – ~~INVESTIGATIONS~~—RESERVED ACCOMMODATIONS FOR PRINCIPALS

18 NCAC 07B .0801 DEFINITIONS

18 NCAC 07B .0802 PRINCIPAL SEEKING ACCOMMODATION

18 NCAC 07B .0803 PRINCIPAL USE OF CERTAIN ACCOMMODATIONS PERMITTED

18 NCAC 07B .0804 PROHIBITION ON USE OF ACCOMMODATION AS INTERMEDIARY LANGUAGE

18 NCAC 07B .0805 PROHIBITION ON USE OF AUXILIARY AID FOR INTERMEDIARY LANGUAGE

18 NCAC 07B .0806 INTERPRETER OR TRANSLITERATOR INFORMATION

18 NCAC 07B .0807 CART CAPTIONER INFORMATION

18 NCAC 07B .0808 LIMITS ON ACCOMMODATIONS

18 NCAC 07B .0809 JOURNAL ENTRY REQUIRED REGARDING ACCOMMODATIONS

18 NCAC 07B .0810 CONTENTS OF JOURNAL ENTRY REGARDING ACCOMMODATIONS

SECTION .0900 – ENFORCEMENT AND DISCIPLINARY ACTION

18 NCAC 07B .0901 FACTORS CONSIDERED IN DISCIPLINARY ACTIONS (TRANSFERRED TO 18 NCAC 07B .0601 EFF. JUNE 1, 2023)

18 NCAC 07B .0902 GENERAL APPLICATION DENIAL (TRANSFERRED TO 18 NCAC 07B .0602 EFF. JUNE 1, 2023)

18 NCAC 07B .0903 EXECUTED DOCUMENT VIOLATIONS (TRANSFERRED TO 18 NCAC 07B .0603 EFF. JUNE 1, 2023)

18 NCAC 07B .0904 COMPLETE AND LAWFUL NOTARIAL ACT VIOLATIONS (TRANSFERRED TO 18 NCAC 07B .0604 EFF. JUNE 1, 2023)

18 NCAC 07B .0905 OTHER VIOLATIONS (TRANSFERRED TO 18 NCAC 07B .0605 EFF. JUNE 1, 2023)

18 NCAC 07B .0906 MINIMUM SANCTION (TRANSFERRED TO 18 NCAC 07B .0606 EFF. JUNE 1, 2023)

18 NCAC 07B .0907 APPEAL PROCEDURES (TRANSFERRED TO 18 NCAC 07B .0607 EFF. JUNE 1, 2023)

SECTION .1000 – PUBLIC RECORDS AND REQUESTS FOR INFORMATION

18 NCAC 07B .1001 PUBLIC INFORMATION (TRANSFERRED TO 18 NCAC 07B .0110 EFF. JUNE 1, 2023)

SUBCHAPTER 07C – PROCESS TO BECOME A NOTARY AND RENEW A NOTARY COMMISSION

SECTION .0100 – GENERAL PROVISIONS

- 18 NCAC 07C .0101 SCOPE
- 18 NCAC 07C .0102 DEFINITIONS RELATED TO APPLICATION AND RECOMMISSIONING PROCESS

SECTION .0200 – INITIAL APPLICATION FOR NOTARY PUBLIC APPOINTMENT AND COMMISSION

- 18 NCAC 07C .0201 INITIAL APPLICATION
- 18 NCAC 07C .0202 TIMING
- 18 NCAC 07C .0203 REQUIREMENTS FOR APPLICANTS RESIDING OUTSIDE NORTH CAROLINA
- 18 NCAC 07C .0204 ADDITIONAL REQUIREMENTS FOR APPLICANTS LISTING CONVICTIONS
- 18 NCAC 07C .0205 REQUIREMENTS FOR APPLICANT WITH PENDING CRIMINAL CHARGES
- 18 NCAC 07C .0206 REQUIREMENTS FOR APPLICANTS REGARDING PROFESSIONAL LICENSES, NOTARIAL COMMISSIONS, AND PUBLIC OFFICES
- 18 NCAC 07C .0207 FINDINGS OR ADMISSIONS OF LIABILITY BASED ON APPLICANT'S DECEIT
- 18 NCAC 07C .0208 FINDINGS THAT THE APPLICANT ENGAGED IN OFFICIAL MISCONDUCT
- 18 NCAC 07C .0209 FINDING OF UNAUTHORIZED PRACTICE OF LAW
- 18 NCAC 07C .0210 FINDING OF FALSE OR MISLEADING ADVERTISING

SECTION .0300 – COURSE OF INSTRUCTION

- 18 NCAC 07C .0301 COURSES TAUGHT BY CERTIFIED NOTARY INSTRUCTORS
- 18 NCAC 07C .0303 PRESENTATION OF SATISFACTORY EVIDENCE OF IDENTITY IN CONNECTION WITH NOTARY COURSE
- 18 NCAC 07C .0304 SATISFACTORY EVIDENCE PRESENTED TO INSTRUCTOR
- 18 NCAC 07C .0305 RETESTING

SECTION .0400 - APPOINTMENT AND COMMISSIONING OF NOTARIES

- 18 NCAC 07C .0401 APPOINTMENT
- 18 NCAC 07C .0402 ISSUANCE OF CERTIFICATES
- 18 NCAC 07C .0403 NOTICE TO APPOINTEE
- 18 NCAC 07C .0404 COMMISSION CERTIFICATE
- 18 NCAC 07C .0405 SATISFACTORY EVIDENCE OF IDENTITY
- 18 NCAC 07C .0406 REGISTER OF DEEDS
- 18 NCAC 07C .0407 PERFORMING TRADITIONAL NOTARIAL ACTS
- 18 NCAC 07C .0408 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07C .0409 TERM OF COMMISSION
- 18 NCAC 07C .0410 TERM OF REAPPOINTMENT COMMISSION
- 18 NCAC 07C .0411 NOTARIAL ACTS PROHIBITED DURING GAPS BETWEEN COMMISSION TERMS

SECTION .0500 – REMEDIES FOR FAILURE TO COMPLY WITH APPLICATION OR COMMISSIONING REQUIREMENTS

- 18 NCAC 07C .0501 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07C .0502 LATE APPLICATION
- 18 NCAC 07C .0503 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07C .0504 APPLICATION AFTER RECOMMISSIONING DENIAL BASED ON FAILING EXAM
- 18 NCAC 07C .0505 APPLICATION FOR RECOMMISSIONING WITHIN 12 MONTHS OF COMMISSION EXPIRATION OR PURSUANT TO G.S. 10B-53
- 18 NCAC 07C .0506 RECOMMISSIONING EDUCATIONAL REQUIREMENT
- 18 NCAC 07C .0508 CANCELLATION OF COMMISSION
- 18 NCAC 07C .0509 RESCIND CANCELLATION OF CERTIFICATE OF APPOINTMENT
- 18 NCAC 07C .0510 CONFIRMATION OF NOTARY STATUS

SECTION .0600 – STEPS FOR RECOMMISSIONING

- 18 NCAC 07C .0601 APPLICATION STEPS FOR RECOMMISSIONING
- 18 NCAC 07C .0602 METHOD OF TAKING RECOMMISSIONING EXAM
- 18 NCAC 07C .0603 COURSE AS ALTERNATIVE TO RECOMMISSIONING EXAM
- 18 NCAC 07C .0604 EXAM LENGTH AND PASSING SCORE
- 18 NCAC 07C .0605 RETAKING RECOMMISSIONING EXAM AFTER FAILURE
- 18 NCAC 07C .0606 FAILURE TO PASS EXAM WITHIN 30 DAYS
- 18 NCAC 07C .0607 INDIVIDUAL WHO FAILS TO SEEK RECOMMISSIONING WITHIN ONE YEAR

SECTION .0700 - ATTORNEY NOTARIES

- 18 NCAC 07C .0701 ATTORNEY APPLICATION FOR INITIAL APPOINTMENT
- 18 NCAC 07C .0702 RECOMMISSIONING OF ATTORNEY NOTARIES
- 18 NCAC 07C .0703 ATTORNEYS WHO FAIL TO TAKE NOTARIAL OATH TIMELY
- 18 NCAC 07C .0704 ATTORNEYS SEEKING REGISTRATION OR REREGISTRATION AS ELECTRONIC NOTARIES
- 18 NCAC 07C .0801 INITIAL SEAL
- 18 NCAC 07C .0802 SEAL IMAGE
- 18 NCAC 07C .0803 SEAL LIMITATION
- 18 NCAC 07C .0804 OBTAINING SEAL
- 18 NCAC 07C .0805 IN-PERSON SEAL PURCHASE

SUBCHAPTER 07D – CONTINUING OBLIGATIONS OF NOTARIES

SECTION .0100 – GENERAL OBLIGATIONS

- 18 NCAC 07D .0101 SCOPE
- 18 NCAC 07D .0102 RESPONSE TO DEPARTMENT REQUESTS
- 18 NCAC 07D .0103 EXTENSION REQUEST TO DEPARTMENT
- 18 NCAC 07D .0104 DEPARTMENT RESPONSE TO EXTENSION REQUEST
- 18 NCAC 07D .0105 NOTARIZATION OF OPEN VEHICLE TITLE PROHIBITED
- 18 NCAC 07D .0106 NO USE OF FOREIGN LANGUAGE TRANSLATORS

SECTION .0200 – CHARGING FEES FOR NOTARIAL ACTS

- 18 NCAC 07D .0201 TRAVEL FEE RATE
- 18 NCAC 07D .0202 ESTIMATE OF CHARGES
- 18 NCAC 07D .0203 INCLUSION OF FEES IN JOURNAL
- 18 NCAC 07D .0204 CONSENT TO TRAVEL FEES MAY BE ELECTRONIC
- 18 NCAC 07D .0205 CONTENTS OF ADVANCE CONSENT TO TRAVEL FEES
- 18 NCAC 07D .0206 NOTARIAL RECORD OF WRITTEN CONSENT TO TRAVEL FEES

SECTION .0300 – NOTICE TO DEPARTMENT OF CHANGES

- 18 NCAC 07D .0301 OBLIGATIONS TO GIVE NOTICE OF CHANGES IN PRIMARY INFORMATION
- 18 NCAC 07D .0302 NOTICE TO DEPARTMENT OF PENDING CRIMINAL CHARGES
- 18 NCAC 07D .0303 NOTICE TO DEPARTMENT OF CRIMINAL CHARGE DISPOSITION
- 18 NCAC 07D .0304 NOTICE TO DEPARTMENT OF FINDINGS OR ADMISSIONS OF DECEIT
- 18 NCAC 07D .0305 NOTICE TO DEPARTMENT OF CHANGES TO PROFESSIONAL LICENSES, NOTARY COMMISSIONS, OR PUBLIC OFFICES
- 18 NCAC 07D .0306 NOTICE TO DEPARTMENT OF OFFICIAL MISCONDUCT
- 18 NCAC 07D .0307 NOTICE TO DEPARTMENT OF FALSE OR MISLEADING ADVERTISING
- 18 NCAC 07D .0308 NOTICE TO DEPARTMENT REGARDING UNAUTHORIZED PRACTICE OF LAW
- 18 NCAC 07D .0309 NOTIFICATION OF ELECTRONIC NOTARY SOLUTION SERIOUS SERVICE PERFORMANCE PROBLEMS
- 18 NCAC 07D .0310 NOTARY REPORT OF LOSS, THEFT AND SIMILAR ISSUES

SECTION .0400 – GENERAL REQUIREMENTS FOR USE OF TECHNOLOGY

- 18 NCAC 07D .0401 ELECTRONIC NOTARY SEAL
- 18 NCAC 07D .0402 LICENSED PLATFORM USE FOR REMOTE OATHS AND AFFIRMATIONS PURSUANT TO G.S. 10B-134.9(D)
- 18 NCAC 07D .0403 TRADITIONAL NOTARY PUBLIC USE OF APPROVED CUSTODIAN FOR JOURNAL
- 18 NCAC 07D .0404 NOTARY USE OF IDENTITY PROOFING AND CREDENTIAL ANALYSIS INDEPENDENT OF PLATFORM
- 18 NCAC 07D .0405 APPROVED OR LICENSED TECHNOLOGY TO BE USED BY AN ELECTRONIC NOTARY PUBLIC
- 18 NCAC 07D .0406 NOTIFICATION TO TECHNOLOGY PROVIDER OF CHANGES

SECTION .0500 – REQUIREMENTS FOR GS 10B-134.9(D) OATHS AND AFFIRMATIONS

- 18 NCAC 07D .0501 NOTARY ADMINISTRATION OF REMOTE OATH OR AFFIRMATION PURSUANT TO G.S. 10B-134.9(D)
- 18 NCAC 07D .0502 DECLARATION OF JUDICIAL OFFICIAL OR OFFICER OF THE COURT
- 18 NCAC 07D .0503 PLATFORM CONFIRMATION OF NOTARY STATUS
- 18 NCAC 07D .0504 TRAINING REQUIREMENT FOR NOTARY PUBLIC ADMINISTERING A G.S. 10B-134.9(D) OATH OR AFFIRMATION
- 18 NCAC 07D .0505 DOCUMENTATION OF REMOTE OATH OR AFFIRMATION PURSUANT TO G.S. 10B-134.9(D)
- 18 NCAC 07D .0506 JOURNAL ENTRY
- 18 NCAC 07D .0507 RECORDING COUNT OF NOTARIAL ACTS

SECTION .0600 – ACCESS TO NOTARIAL RECORDS

- 18 NCAC 07D .0601 DISCLOSURE OF CONFIDENTIAL INFORMATION
- 18 NCAC 07D .0602 RELEASE OF CONFIDENTIAL INFORMATION ON REQUEST OF PRINCIPALS
- 18 NCAC 07D .0603 EMPLOYER REQUEST FOR JOURNAL ENTRIES
- 18 NCAC 07D .0604 ADDITIONAL ELECTRONIC NOTARY OBLIGATIONS UPON EMPLOYER REQUEST
- 18 NCAC 07D .0605 SUPPLEMENTAL ENTRIES RE ACCESS TO JOURNALS
- 18 NCAC 07D .0606 CONTENTS OF SUPPLEMENTAL ENTRY RE RELEASE OF CONFIDENTIAL INFORMATION

SUBCHAPTER 07E – NOTARY INSTRUCTOR REQUIREMENTS

SECTION .0100 – NOTARY INSTRUCTOR APPLICATION REQUIREMENTS

- 18 NCAC 07E .0101 INSTRUCTOR CERTIFICATION – SCOPE AND DEFINITIONS
- 18 NCAC 07E .0102 CONDITIONS FOR BECOMING NOTARY INSTRUCTOR
- 18 NCAC 07E .0103 NOMINATION BY ELIGIBLE INSTITUTION
- 18 NCAC 07E .0104 FEE - EXEMPTION AND FAILURE TO PAY
- 18 NCAC 07E .0105 GENERAL REQUIREMENTS
- 18 NCAC 07E .0106 MANDATORY DEPARTMENT DENIAL OF INSTRUCTOR APPLICATION
- 18 NCAC 07E .0107 DEPARTMENT REJECTION OF APPLICATIONS
- 18 NCAC 07E .0108 VERIFICATION THAT INSTRUCTOR APPLICANT CONTINUES TO MEET REQUIREMENTS FOR A NOTARY COMMISSION
- 18 NCAC 07E .0109 CHANGE IN INSTRUCTOR'S ELIGIBLE INSTITUTION
- 18 NCAC 07E .0110 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .0111 OTHER VERIFICATIONS
- 18 NCAC 07E .0112 RECOMMENDATIONS
- 18 NCAC 07E .0113 INSTRUCTORS AS REGISTERED ELECTRONIC NOTARIES

SECTION .0200 – INSTRUCTOR APPLICANT VERIFICATION OF EXPERIENCE

- 18 NCAC 07E .0201 EVIDENCE OF ACTIVE EXPERIENCE AS A NOTARY
- 18 NCAC 07E .0202 JOURNAL AS EVIDENCE OF ACTIVE EXPERIENCE
- 18 NCAC 07E .0203 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .0204 MINIMUM CONTENTS OF NOTARY JOURNAL SUBMITTED AS EVIDENCE OF EXPERIENCE
- 18 NCAC 07E .0205 EMPLOYER AFFIDAVIT AS EVIDENCE OF EXPERIENCE
- 18 NCAC 07E .0206 EMPLOYER AFFIDAVIT REGARDING NOTARIAL ACTS FOR EMPLOYER
- 18 NCAC 07E .0207 EMPLOYER AFFIDAVIT MAY INCLUDE RECOMMENDATION
- 18 NCAC 07E .0208 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .0209 SUBMITTAL OF EMPLOYER AFFIDAVIT AS EVIDENCE OF EXPERIENCE
- 18 NCAC 07E .0210 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .0211 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .0212 ALTERNATIVE AFFIDAVITS AS EVIDENCE OF EXPERIENCE
- 18 NCAC 07E .0213 AFFIDAVIT OF EXPERIENCE FROM NONFAMILY MEMBER
- 18 NCAC 07E .0214 ALTERNATIVE EVIDENCE AFFIDAVIT FROM INSTRUCTOR APPLICANT

SECTION .0300 – NOTARY INSTRUCTOR EDUCATION

- 18 NCAC 07E .0301 INSTRUCTOR COURSE REQUIREMENT
- 18 NCAC 07E .0302 NOTARY INSTRUCTOR CERTIFICATION AND RECERTIFICATION EXAM PASSING SCORE
- 18 NCAC 07E .0303 ORAL PRESENTATION REQUIREMENT FOR INSTRUCTOR APPLICANT
- 18 NCAC 07E .0304 NOTARY INSTRUCTOR ORAL PRESENTATION PASSING SCORE
- 18 NCAC 07E .0306 FACTORS RELATING TO VOICE

- 18 NCAC 07E .0307 FACTORS RELATING TO VERBAL SKILL
- 18 NCAC 07E .0308 FACTORS RELATING TO PHYSICAL APPEARANCE AND MANNERISMS
- 18 NCAC 07E .0309 FACTORS RELATING TO PROFESSIONAL QUALITIES OF THE INSTRUCTOR
- 18 NCAC 07E .0310 FACTORS RELATING TO SELECTION AND USE OF TRAINING AIDS
- 18 NCAC 07E .0311 FACTORS RELATING TO SEQUENCE
- 18 NCAC 07E .0312 FACTORS RELATING TO EMPHASIS, EXAMPLES, AND SUMMARIZATION

SECTION .0400 – CONSEQUENCES OF FAILING INSTRUCTOR'S EXAM

- 18 NCAC 07E .0401 RETAKING WRITTEN CERTIFICATION OR RECERTIFICATION EXAM
- 18 NCAC 07E .0402 CONSEQUENCE OF FAILING TO PASS WRITTEN INSTRUCTOR EXAM
- 18 NCAC 07E .0403 SCHEDULING ADDITIONAL ORAL PRESENTATION UPON FAILURE
- 18 NCAC 07E .0404 REPEAT ORAL PRESENTATION
- 18 NCAC 07E .0405 EVALUATION OF REPEAT ORAL PRESENTATION
- 18 NCAC 07E .0406 CONSEQUENCE OF FAILING TO PASS SECOND ORAL PRESENTATION
- 18 NCAC 07E .0407 CONSEQUENCES OF FAILING TO RECERTIFY

SECTION .0500 – RESERVED FOR FUTURE CODIFICATION

SECTION .0600 – NOTARY INSTRUCTOR TEACHING OBLIGATIONS

- 18 NCAC 07E .0601 MINIMUM INSTRUCTIONAL DUTIES OF CERTIFIED NOTARY INSTRUCTORS
- 18 NCAC 07E .0602 ADHERENCE TO CURRICULUM
- 18 NCAC 07E .0603 PROCTORING EXAM
- 18 NCAC 07E .0604 SUBMISSION OF GRADES TO DEPARTMENT
- 18 NCAC 07E .0605 REPORTING SUSPECTED CHEATING

SECTION .0700 – NOTARY INSTRUCTOR CONTINUING OBLIGATIONS

- 18 NCAC 07E .0701 RESPONSE TO COMPLAINTS
- 18 NCAC 07E .0702 INSTRUCTOR CONDUCT

SECTION .0800 – NOTARY INSTRUCTOR REQUESTS FOR APPROVAL OF INSTRUCTIONAL AIDS

- 18 NCAC 07E .0801 REQUEST FOR VARIANCE FROM APPROVED INSTRUCTIONAL AIDS
- 18 NCAC 07E .0802 VARIANCE REQUEST - EXEMPLAR REQUIRED
- 18 NCAC 07E .0803 VARIANCE REQUEST - EXPLANATION OF VALUE
- 18 NCAC 07E .0804 VARIANCE REQUEST – APPROVAL CRITERIA

SECTION .0900 – NOTARY INSTRUCTOR OBLIGATIONS TO STUDENTS

- 18 NCAC 07E .0901 PREREQUISITE FOR INSTRUCTOR APPLICATION SIGNATURE
- 18 NCAC 07E .0902 INSTRUCTOR VERIFICATION OF STUDENT NAME
- 18 NCAC 07E .0903 RETESTING STUDENTS WHO FAIL NOTARY COURSE EXAM
- 18 NCAC 07E .0904 NOTICE TO DEPARTMENT OF RETESTING

SECTION .1000 – NOTARY INSTRUCTOR EVALUATION

- 18 NCAC 07E .1001 STUDENT EVALUATIONS OF INSTRUCTORS
- 18 NCAC 07E .1002 DEPARTMENTAL USE OF STUDENT EVALUATIONS

SECTION .1100 – NOTARY INSTRUCTOR RECERTIFICATION

- 18 NCAC 07E .1101 INELIGIBILITY FOR RECERTIFICATION AS NOTARY INSTRUCTOR
- 18 NCAC 07E .1102 NOTARY PUBLIC INSTRUCTOR RECERTIFICATION REQUIREMENTS
- 18 NCAC 07E .1103 NOTARY INSTRUCTOR CERTIFICATION EQUIVALENCE
- 18 NCAC 07E .1104 NOTARY INSTRUCTOR RECERTIFICATION COURSE ORAL PRESENTATION
- 18 NCAC 07E .1105 NOTARY INSTRUCTOR WITH LAPSE IN CERTIFICATION

SECTION .1200 – INSTRUCTOR APPLICATION DENIALS

- 18 NCAC 07E .1201 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07E .1202 APPLICATION DENIAL – FAILURE TO NOTIFY DEPARTMENT OF CHANGES
- 18 NCAC 07E .1203 APPLICATION DENIAL – TERMINATION FOR CAUSE
- 18 NCAC 07E .1204 APPLICATION DENIAL – FAILURE TO SUBMIT EXAM GRADES
- 18 NCAC 07E .1205 APPLICATION DENIAL – DISCIPLINARY ACTION

SUBCHAPTER 07F – ELECTRONIC NOTARY PUBLIC REQUIREMENTS

SECTION .0100 – GENERAL

- 18 NCAC 07F .0101 SCOPE
- 18 NCAC 07F .0102 DEFINITIONS
- 18 NCAC 07F .0103 ELECTRONIC NOTARIES PERFORMING REMOTE ELECTRONIC NOTARIAL ACTS

SECTION .0200 – QUALIFICATIONS TO BE ELECTRONIC NOTARY

- 18 NCAC 07F .0201 VALID COMMISSION
- 18 NCAC 07F .0202 CURRENT PERSONAL COPY OF MANUAL

SECTION .0300 – EDUCATION OF ELECTRONIC NOTARIES PUBLIC

- 18 NCAC 07F .0301 APPROVED COURSE OF STUDY FOR ELECTRONIC NOTARIES PUBLIC
- 18 NCAC 07F .0302 COURSES TO BE TAUGHT BY CERTIFIED NOTARY INSTRUCTORS
- 18 NCAC 07F .0303 ELECTRONIC NOTARY COURSE
- 18 NCAC 07F .0304 STUDENT IDENTITY
- 18 NCAC 07F .0305 PASSING SCORE ON EXAMINATION

SECTION .0400 – APPLICATION FOR REGISTRATION AS ELECTRONIC NOTARY

- 18 NCAC 07F .0401 SUBMISSION
- 18 NCAC 07F .0402 TIMING OF APPLICATION
- 18 NCAC 07F .0403 NOTICE TO DEPARTMENT OF CHANGES
- 18 NCAC 07F .0404 FAILURE TO SUBMIT APPLICATION IN TIME

SECTION .0500 – REGISTRATIONS

- 18 NCAC 07F .0501 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07F .0502 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07F .0503 NOTICE OF DEPARTMENT'S ACTIONS FOR QUALIFIED ELECTRONIC NOTARY APPLICANTS
- 18 NCAC 07F .0504 RESERVED FOR FUTURE CODIFICATION
- 18 NCAC 07F .0505 OATHS TIMING
- 18 NCAC 07F .0506 EVIDENCE OF IDENTITY
- 18 NCAC 07F .0507 CERTIFICATE DELIVERY
- 18 NCAC 07F .0508 REGISTRATION EFFECTIVE DATE
- 18 NCAC 07F .0509 REGISTRATION EFFECTIVE DATE
- 18 NCAC 07F .0512 CONFIRMATION OF ELECTRONIC NOTARY STATUS
- 18 NCAC 07F .0513 PERFORMING ELECTRONIC AND REMOTE ELECTRONIC NOTARIAL ACTS

SECTION .0600 – SELECTION AND USE OF TECHNOLOGY PROVIDER TO PERFORM ELECTRONIC NOTARIAL ACTS

- 18 NCAC 07F .0601 NOTICE TO DEPARTMENT OF TECHNOLOGY PROVIDER
- 18 NCAC 07F .0602 APPROVED TECHNOLOGY PROVIDER

SECTION .0700 – ELECTRONIC NOTARY SIGNATURE

- 18 NCAC 07F .0701 UNIQUE SIGNATURE

- 18 NCAC 07F .0702 SOLE CONTROL
- 18 NCAC 07F .0703 EXCLUSIVE
- 18 NCAC 07F .0704 ELECTRONIC SIGNATURE
- 18 NCAC 07F .0705 APPEARANCE OF ELECTRONIC SIGNATURE
- 18 NCAC 07F .0706 SIGNATURE COMPLIANCE
- 18 NCAC 07F .0707 SIGNATURE REVIEW BEFORE USE
- 18 NCAC 07F .0708 AFFIXING ELECTRONIC SIGNATURE
- 18 NCAC 07F .0709 REVIEW AFTER AFFIXING ELECTRONIC SIGNATURE
- 18 NCAC 07F .0710 PLACEMENT OF ELECTRONIC SIGNATURE

SECTION .0800 – ELECTRONIC NOTARY SEAL

- 18 NCAC 07F .0801 UNIQUE SEAL
- 18 NCAC 07F .0802 SOLE CONTROL
- 18 NCAC 07F .0803 EXCLUSIVE
- 18 NCAC 07F .0804 ATTRIBUTES OF ELECTRONIC SEAL
- 18 NCAC 07F .0805 APPEARANCE OF ELECTRONIC NOTARY SEAL
- 18 NCAC 07F .0806 PERIMETER
- 18 NCAC 07F .0807 CONTENTS OF ELECTRONIC NOTARY SEAL
- 18 NCAC 07F .0808 USE OF ELECTRONIC NOTARY SEALS
- 18 NCAC 07F .0809 SEAL COMPLIANCE
- 18 NCAC 07F .0810 SEAL LIMITATION
- 18 NCAC 07F .0811 SEAL REVIEW BEFORE USE
- 18 NCAC 07F .0812 AFFIXING ELECTRONIC SEAL
- 18 NCAC 07F .0813 REVIEW AFTER AFFIXING ELECTRONIC SEAL
- 18 NCAC 07F .0814 ~~COMMITMENT~~ FINALIZATION OF NOTARIAL SESSION
- 18 NCAC 07F .0815 PLACEMENT OF ELECTRONIC SEAL
- 18 NCAC 07F .0816 APPLICATION OF ELECTRONIC NOTARY'S DIGITAL CERTIFICATE

SECTION .0900 – REREGISTRATION AS ELECTRONIC NOTARY

- 18 NCAC 07F .0901 REREGISTRATION
- 18 NCAC 07F .0902 TIMING OF REREGISTRATION
- 18 NCAC 07F .0903 FORM
- 18 NCAC 07F .0904 EDUCATION
- 18 NCAC 07F .0905 ELECTRONIC NOTARY REREGISTRATION OTHER THAN AT RECOMMISSIONING
- 18 NCAC 07F .0906 REGISTRATION

SECTION .1000 – CONFIDENTIALITY, SECURITY, AND RECORDS RETENTION

- 18 NCAC 07F .1001 EMPLOYERS OF ELECTRONIC NOTARIES
- 18 NCAC 07F .1002 PROTECTING ACCESS
- 18 NCAC 07F .1003 RETENTION OF ELECTRONIC JOURNAL
- 18 NCAC 07F .1004 NOTARY CREDENTIAL SHARING FORBIDDEN

SECTION .1100 – CONTINUING OBLIGATIONS OF ELECTRONIC NOTARIES

- 18 NCAC 07F .1101 PRESENCE REQUIREMENT FOR ELECTRONIC NOTARIZATION
- 18 NCAC 07F .1102 PRESENCE REQUIREMENT FOR REMOTE ELECTRONIC NOTARIZATION
- 18 NCAC 07F .1103 INDIVIDUAL PRINCIPAL SIGNATURES FOR ELECTRONIC NOTARIAL ACT
- 18 NCAC 07F .1104 ADDITIONAL OBLIGATIONS
- 18 NCAC 07F .1105 NO ELECTRONIC NOTARIZATION OF INK SIGNATURE
- 18 NCAC 07F .1106 NOTICE OF CHANGES
- 18 NCAC 07F .1107 TECHNOLOGICAL ISSUE AS REASON TO HALT ELECTRONIC OR REMOTE ELECTRONIC NOTARIAL ACT
- 18 NCAC 07F .1108 RESOLUTION OF TECHNOLOGICAL ISSUES
- 18 NCAC 07F .1109 CEASING TO USE A TECHNOLOGY PROVIDER
- 18 NCAC 07F .1110 NOTICE OF CANCELLATION BY PROVIDER
- 18 NCAC 07F .1111 CONTENT OF NOTICE

SUBCHAPTER 07G - NOTARY SEAL MANUFACTURERS AND VENDORS

18 NCAC 07G .0101	SCOPE
18 NCAC 07G .0102	PHYSICAL SEAL REQUIREMENTS
18 NCAC 07G .0103	ELECTRONIC NOTARY SEAL REQUIREMENTS
18 NCAC 07G .0104	REQUIREMENTS FOR SALE OF PHYSICAL SEAL TO NORTH CAROLINA NOTARY
18 NCAC 07G .0105	IDENTIFICATION OF NOTARY PUBLIC APPEARING IN PERSON
18 NCAC 07G .0106	NOTARY COMMISSION CERTIFICATE RECEIPT BY MANUFACTURER OR VENDOR
18 NCAC 07G .0107	MAKING AND RETAINING COPY OF NOTARY COMMISSION CERTIFICATE
18 NCAC 07G .0108	CONFIRMATION OF NOTARY'S ACTIVE STATUS WITH THE DEPARTMENT
18 NCAC 07G .0109	REGISTRATION WITH THE DEPARTMENT
18 NCAC 07G .0110	ANNUAL REGISTRATION UPDATE

SUBCHAPTER 07H - REMOTE ELECTRONIC NOTARIAL ACT AND IPEN REQUIREMENTS

SECTION .0100 - GENERAL PROVISIONS

- 18 NCAC 07H .0101 SCOPE
- 18 NCAC 07H .0102 REQUIREMENTS FOR ELECTRONIC NOTARIES PERFORMING REMOTE ELECTRONIC NOTARIAL ACTS
- 18 NCAC 07H .0103 DEFINITIONS
- 18 NCAC 07H .0104 ~~PROHIBITIONS ON TYPES OF REMOTE ELECTRONIC NOTARIAL~~
PROHIBITED ACTS

SECTION .0200 – ESTABLISHING LOCATION OF PRINCIPALS

- 18 NCAC 07H .0201 TIMING OF VERIFICATION OF LOCATION
- 18 NCAC 07H .0202 MEANS OF DETERMINING PRINCIPAL LOCATION
- 18 NCAC 07H .0203 PROCEDURE WHEN PRINCIPAL USES GPS-ENABLED DEVICE
- 18 NCAC 07H .0204 EXCEPTION TO RULE .0203
- 18 NCAC 07H .0205 CONTENTS OF ATTESTATION OF LOCATION
- 18 NCAC 07H .0206 CONTENTS OF ATTESTATION OF LOCATION ON U.S. MILITARY INSTALLATION OR VESSEL
- 18 NCAC 07H .0207 EXCEPTION TO RULE .0206
- 18 NCAC 07H .0208 ADDITIONAL REQUIREMENTS FOR WRITTEN ATTESTATION OF LOCATION

SECTION .0300 – IDENTITY VERIFICATION

- 18 NCAC 07H .0301 VERIFICATION OF IDENTITY BY ELECTRONIC NOTARY PUBLIC
- 18 NCAC 07H .0302 CREDIBLE WITNESS PROHIBITED FOR IDENTITY VERIFICATION OF REMOTE PRINCIPALS
- ~~18 NCAC 07H .0303 NUMBER OF TIMES IDENTITY VERIFICATION PROCESSES USED~~
- 18 NCAC 07H ~~.0304~~.0303 NOTARY REQUEST FOR ADDITIONAL INFORMATION

SECTION .0400 – CONTINUOUS COMMUNICATION BETWEEN NOTARY AND PRINCIPAL

- 18 NCAC 07H .0401 UNOBSTRUCTED VIEW
- 18 NCAC 07H .0402 MODIFIED IMAGE OF PRINCIPAL
- 18 NCAC 07H .0403 AUDIO IMPAIRMENT
- 18 NCAC 07H .0404 MODIFIED VOICE OF PRINCIPAL
- 18 NCAC 07H .0405 EXCEPTION TO RULE .0404
- 18 NCAC 07H .0406 PRINCIPAL DISAPPEARANCE OR EXIT 3/6/25 OK FINAL

SECTION .0500 – ELECTRONIC NOTARY PUBLIC STORAGE OF RECORDS

- 18 NCAC 07H .0501 DESIGNATION OF APPROVED CUSTODIAN
- 18 NCAC 07H .0502 CUSTODIAN DESIGNATION LIMITATION
- 18 NCAC 07H .0503 NOTICE TO DEPARTMENT OF CUSTODIAN
- 18 NCAC 07H .0504 SELF-DESIGNATION AS CUSTODIAL NOTARY
- 18 NCAC 07H .0505 CUSTODIAL NOTARY PROHIBITIONS

- 18 NCAC 07H .0506 ELECTRONIC NOTARY NOTICE TO PLATFORM OR IPEN PROVIDER OF CUSTODIAN
- 18 NCAC 07H .0507 STORING RECORDS WITH APPROVED DEPOSITORIES AND CUSTODIANS
- 18 NCAC 07H .0508 TRANSFER OF RECORDS FOR WHICH RETENTION PERIOD HAS NOT ENDED
- 18 NCAC 07H .0509 RECORDS FOR WHICH RETENTION PERIOD HAS ENDED 3/6/25 OK FINAL
- 18 NCAC 07H .0510 NO DELETION OF SESSION RECORDS PRIOR TO EXPIRATION OF RETENTION PERIOD
- 18 NCAC 07H .0511 CUSTODIAL NOTARY LIMITATIONS ON DELETION OF SESSION RECORD
- 18 NCAC 07H .0512 ELECTRONIC NOTARY DIRECTION OF DELETION OF RECORDS AFTER TRANSFER TO CUSTODIAN

SECTION .0600 – COMMUNICATION TECHNOLOGY RECORDINGS

- 18 NCAC 07H .0601 SCOPE
- 18 NCAC 07H .0602 PRINCIPAL REFUSAL TO BE RECORDED
- 18 NCAC 07H .0603 REQUESTS FOR ATTORNEY
- 18 NCAC 07H .0604 RECORDING SHALL START BEFORE NOTARIAL ACT IS PERFORMED
- 18 NCAC 07H .0605 RECORDING SHALL BE CONTINUOUS
- 18 NCAC 07H .0606 COMMUNICATION RECORDING PREFACE TO REMOTE ELECTRONIC NOTARIAL ACT
- 18 NCAC 07H .0607 ELECTRONIC NOTARY RECITATION FOR COMMUNICATION TECHNOLOGY RECORDING
- 18 NCAC 07H .0608 REMOTELY LOCATED PRINCIPAL'S DECLARATION FOR COMMUNICATION TECHNOLOGY RECORDING
- 18 NCAC 07H .0609 IDENTIFYING INDIVIDUALS IN SAME LOCATION AS PRINCIPAL
- 18 NCAC 07H .0610 STATEMENT FROM NON-PRINCIPALS APPEARING VIA COMMUNICATION TECHNOLOGY
- 18 NCAC 07H .0611 ACKNOWLEDGMENT – ADDITIONAL REQUIREMENTS FOR COMMUNICATION TECHNOLOGY RECORDING
- 18 NCAC 07H .0612 COMMUNICATION TECHNOLOGY RECORDING OWNERSHIP

SECTION .0700 - SECURITY AND CONFIDENTIALITY REQUIREMENTS

- 18 NCAC 07H .0701 ACCESS TO COMMUNICATION TECHNOLOGY RECORDINGS

SUBCHAPTER 07I – JOURNAL REQUIREMENTS JOURNALS

SECTION .0100 – GENERAL

- 18 NCAC 07I .0101 NOTARIES SUBJECT TO JOURNALING REQUIREMENTS
- 18 NCAC 07I .0102 DEFINITIONS
- 18 NCAC 07I .0103 JOURNAL REQUIREMENT
- 18 NCAC 07I .0104 JOURNAL OWNERSHIP
- 18 NCAC 07I .0105 ENTRY OF DATA INTO JOURNAL
- 18 NCAC 07I .0106 EXCEPTIONS TO RULE .0105
- 18 NCAC 07I .0107 ACCESS TO THE JOURNAL

SECTION .0200 – JOURNAL BASICS

- 18 NCAC 07I .0201 FORM OF TRADITIONAL NOTARY JOURNAL
- 18 NCAC 07I .0202 FORM OF ELECTRONIC NOTARY JOURNAL
- 18 NCAC 07I .0203 COMBINED JOURNAL
- 18 NCAC 07I .0204 ENTRIES IN A TANGIBLE JOURNAL
- 18 NCAC 07I .0205 REQUIREMENTS FOR A TANGIBLE JOURNAL
- 18 NCAC 07I .0206 PROVISION OF JOURNAL TO DEPARTMENT
- 18 NCAC 07I .0207 ACTS INCLUDED IN JOURNAL
- 18 NCAC 07I .0208 DESIGNATION OF NOTARIAL ACT
- 18 NCAC 07I .0209 EXCEPTION TO RULE .0208
- 18 NCAC 07I .0210 DESIGNATION OF TYPE OF NOTARIAL ACT
- 18 NCAC 07I .0211 JOURNAL MAY COMBINE EMPLOYER-RELATED AND NON-EMPLOYER ACTS
- 18 NCAC 07I .0212 JOURNAL RETENTION PERIOD

SECTION .0300 – GENERAL JOURNAL CONTENTS

- 18 NCAC 07I .0301 CONTENTS OF JOURNAL FOR CANCELED ACT
- 18 NCAC 07I .0302 CONTENTS OF JOURNAL
- 18 NCAC 07I .0303 ADDITIONAL JOURNAL CONTENTS FOR REMOTE ELECTRONIC NOTARIZATIONS
- 18 NCAC 07I .0304 EMPLOYER REQUEST FOR INCLUSION OF ADDITIONAL INFORMATION IN JOURNAL
- 18 NCAC 07I .0305 PARTY REQUEST FOR INCLUSION OF ADDITIONAL INFORMATION IN JOURNAL FOR REMOTE ELECTRONIC NOTARIZATION
- 18 NCAC 07I .0306 NOTATION OF REQUESTS FOR INCLUSION OF ADDITIONAL INFORMATION IN JOURNAL
- 18 NCAC 07I .0308 JOURNAL SUPPLEMENTS

SECTION .0400 – ELECTRONIC JOURNAL REQUIREMENTS

- 18 NCAC 07I .0401 MAINTAIN BACKUP COPY
- 18 NCAC 07I .0402 FORMAT OF BACKUP COPY
- 18 NCAC 07I .0403 PRINTING OUT OF ELECTRONIC JOURNAL ENTRIES INCLUDING SIGNATURES IN JOURNAL
- 18 NCAC 07I .0404 INCLUDING SIGNATURES IN JOURNAL
- 18 NCAC 07I .0405 TECHNOLOGICAL ISSUES

18 NCAC 07I .0406 ~~PRE-POPULATED~~ PRE-FILLED DATA TO BE CONFIRMED BY NOTARY PUBLIC
18 NCAC 07I .0407 STEPS BEFORE COMMITTING AN ELECTRONIC JOURNAL ENTRY

SUBCHAPTER 07J – ~~REQUIREMENTS FOR TECHNOLOGY TO CONDUCT ELECTRONIC NOTARIZATION~~ TECHNOLOGY PROVIDER REQUIREMENTS

SECTION .0100 – GENERAL RULES

- 18 NCAC 07J .0101 DEFINITIONS
- 18 NCAC 07J .0102 TECHNOLOGY PROVIDERS LICENSED OR APPROVED
- 18 NCAC 07J .0103 MULTIPLE SERVICES
- 18 NCAC 07J .0104 NO TRANSFER OF LICENSE OR APPROVAL
- 18 NCAC 07J .0105 PERMISSIBLE PROVIDER DESIGNATIONS
- 18 NCAC 07J .0106 AUTHORIZATION DOES NOT MEAN ENDORSEMENT
- 18 NCAC 07J .0107 TIMELY RESPONSE REQUIRED
- 18 NCAC 07J .0108 SUBPOENA OR WARRANT
- 18 NCAC 07J .0109 SERVICE LEVEL AGREEMENT
- ~~18 NCAC 07J .0110 FEES FOR REGISTRATION~~
- 18 NCAC 07J ~~.0111~~ .0110 ADVERTISING RESTRICTION
- 18 NCAC 07J ~~.0112~~ .0111 COMPLIANCE WITH TECHNOLOGY PROVIDER PROTOCOLS REQUIRED
- 18 NCAC 07J ~~.0113~~ .0112 IMPLEMENTATION OF POLICIES AND PLANS
- 18 NCAC 07J ~~.0114~~ .0113 CONTINUITY OF SERVICE
- 18 NCAC 07J ~~.0115~~ .0114 WHEN PROVIDER MAY USE INFORMATION
- 18 NCAC 07J ~~.0116~~ .0115 WHEN PROVIDER MAY RETAIN BACKUP COPIES OF DATA
- 18 NCAC 07J ~~.0117~~ .0116 DATA DELETION REQUIREMENT

SECTION .0200 – ~~PROCESS FOR APPROVAL FOR AVEN TECHNOLOGY TO CONDUCT ELECTRONIC NOTARIZATION~~ NOTICES REQUIRED FROM TECHNOLOGY PROVIDERS

- 18 NCAC 07J .0201 ~~ELECTRONIC NOTARY SOLUTION PROVIDER APPLICATION NOTICE OF MATERIAL CHANGE TO ELECTRONIC NOTARY SOLUTION~~
- 18 NCAC 07J .0202 IMPLEMENTATION OF MATERIAL CHANGES PROHIBITED PENDING DEPARTMENTAL APPROVAL
- 18 NCAC 07J .0203 NOTICE TO DEPARTMENT OF BUSINESS INFORMATION CHANGES
- 18 NCAC 07J .0204 CONTENTS OF NOTICE OF CHANGES
- 18 NCAC 07J .0205 NOTICE TO NOTARIES OF PLANNED SERVICE OUTAGES
- 18 NCAC 07J .0206 SERVICE OUTAGE NOTIFICATION TO THE DEPARTMENT
- 18 NCAC 07J .0207 NOTICE TO NOTARIES OF BREAK IN SERVICE
- 18 NCAC 07J .0208 NOTICE OF REPORTABLE INCIDENT
- 18 NCAC 07J .0209 CONTENT OF NOTIFICATION TO DEPARTMENT
- 18 NCAC 07J .0210 NOTIFICATION TO OTHER PARTIES
- 18 NCAC 07J .0211 VERIFICATION OF CONTINUING COMPLIANCE
- 18 NCAC 07J .0212 TIMING OF VERIFICATION OF CONTINUING COMPLIANCE
- 18 NCAC 07J .0213 DUE DILIGENCE
- 18 NCAC 07J .0214 SIGNER OF VERIFICATION

18 NCAC 07J .0215 NOTICE TO DEPARTMENT THAT PROVIDER WILL NOT RENEW

18 NCAC 07J .0216 NOTICE TO SUBSCRIBERS AND NOTARIES OF NONRENEWAL

SECTION .0300 – ~~RESERVED FOR FUTURE CODIFICATION~~ GENERAL APPLICATION PROCEDURES

18 NCAC 07J .0301 APPLICATION PROCESS

18 NCAC 07J .0302 SEPARATE APPLICATIONS FOR EACH SOLUTION TYPE

18 NCAC 07J .0303 APPLICATION FEES

18 NCAC 07J .0304 BINDING REPRESENTATIONS IN APPLICATION

18 NCAC 07J .0305 LIMIT ON DESIGNATION OF TRADE SECRET OR CONFIDENTIAL INFORMATION

18 NCAC 07J .0306 DESIGNATION OF CONFIDENTIAL OR TRADE SECRET INFORMATION

18 NCAC 07J .0307 REDACTED COPY

18 NCAC 07J .0308 DESIGNATION OF REDACTED COPY

18 NCAC 07J .0309 GOOD FAITH BASIS FOR CONFIDENTIAL OR TRADE SECRET DESIGNATION

18 NCAC 07J .0310 SOURCES OF CONFIDENTIAL INFORMATION

18 NCAC 07J .0311 APPLICATION CHANGES PRIOR TO LICENSURE OR APPROVAL

18 NCAC 07J .0312 APPLICATION WITHDRAWAL

18 NCAC 07J .0313 APPLICATION RESUBMISSION

18 NCAC 07J .0314 NOTICE OF DEPARTMENT DECISION

18 NCAC 07J .0315 TIMING OF SUBMISSION OF APPLICATION FOR SUBSEQUENT AUTHORIZATION

SECTION .0400 – ~~IN-PERSON ELECTRONIC NOTARIZATION (AVEN) PROVIDER REQUIREMENTS~~ GENERAL APPLICATION CONTENTS

18 NCAC 07J .0401 CONTENTS OF ALL TECHNOLOGY PROVIDER APPLICATIONS

18 NCAC 07J .0402 ~~CRITERIA FOR APPROVAL OF ELECTRONIC NOTARY SOLUTION PROVIDERS~~
PROVIDER NAME

18 NCAC 07J .0403 CONTACT INFORMATION

18 NCAC 07J .0404 CERTIFICATION OF STANDING

18 NCAC 07J .0405 NOTARY SERVICES IN OTHER JURISDICTIONS

18 NCAC 07J .0406 COMPLIANCE CONTACT

18 NCAC 07J .0407 COMPLIANCE CONTACT DUTIES

18 NCAC 07J .0408 THIRD-PARTY VENDORS INCLUDED IN ELECTRONIC NOTARY SOLUTION

18 NCAC 07J .0409 THIRD-PARTY VENDOR INFORMATION

18 NCAC 07J .0410 SUPPORTING VENDORS

18 NCAC 07J .0411 SUPPORTING VENDOR INFORMATION

18 NCAC 07J .0412 VENDORS WITH ACCESS TO NOTARIAL TRANSACTION DATA

18 NCAC 07J .0413 DISCLOSURE OF CERTIFICATIONS AND COMPLIANCE REPORTS

18 NCAC 07J .0414 DISCLOSURE OF DEBARMENTS

18 NCAC 07J .0415 DISCLOSURE OF VOLUNTARY EXCLUSIONS IN LIEU OF DEBARMENT

18 NCAC 07J .0416 DISCLOSURE OF CIVIL LEGAL ACTIONS

- 18 NCAC 07J .0417 CONTENT OF CIVIL LEGAL ACTION DISCLOSURES
- 18 NCAC 07J .0418 DISCLOSURE OF DISCIPLINARY ACTIONS
- 18 NCAC 07J .0419 CONTENT OF DISCIPLINARY ACTION DISCLOSURES
- 18 NCAC 07J .0420 DISCLOSURE OF BANKRUPTCY
- 18 NCAC 07J .0421 CONTENTS OF BANKRUPTCY DISCLOSURE
- 18 NCAC 07J .0422 WEBSITE INFORMATION
- 18 NCAC 07J .0423 IT SECURITY AUDIT SUMMARY

SECTION .0500 – ~~RESERVED FOR FUTURE CODIFICATION~~ TECHNOLOGY DEMONSTRATION

- 18 NCAC 07J .0501 SOLUTION AVAILABILITY REQUIRED
- 18 NCAC 07J .0502 DEMONSTRATION CONTENT
- 18 NCAC 07J .0503 DEMONSTRATION TO INCLUDE USE OF SOLUTION IN NOTARIAL TRANSACTION
- 18 NCAC 07J .0504 ADDITIONAL DEMONSTRATIONS
- 18 NCAC 07J .0505 WAIVER OF DEMONSTRATION REQUIREMENT

SECTION .0600 – ~~CONTINUING OBLIGATIONS OF ELECTRONIC NOTARIZATION~~ TECHNOLOGY PROVIDERS TECHNOLOGY PROVIDER STANDARDS

- 18 NCAC 07J .0601 ~~ELECTRONIC NOTARY SOLUTION PROVIDER CHANGES SCOPE~~
- 18 NCAC 07J .0602 NOTARY ACCOUNT ACCESS
- 18 NCAC 07J .0603 REQUIRE NOTARY MULTI-FACTOR AUTHENTICATION
- 18 NCAC 07J .0604 INACTIVITY WARNING TIMING
- 18 NCAC 07J .0605 PROVIDER ACTION AFTER WARNING
- 18 NCAC 07J .0606 TECHNOLOGY PROVIDER WEB PAGE
- 18 NCAC 07J .0607 SINGLE LINK AND SUBMISSION TO DEPARTMENT
- 18 NCAC 07J .0608 WEBSITE CONTENT
- 18 NCAC 07J .0609 UPDATING SINGLE LINK URL
- 18 NCAC 07J .0610 ENCRYPTION OF DATA
- 18 NCAC 07J .0611 DATA STORED DOMESTICALLY
- 18 NCAC 07J .0612 DATA STORAGE FACILITY REQUIREMENTS
- 18 NCAC 07J .0613 DATA CENTER SECURITY
- 18 NCAC 07J .0614 CERTIFICATION RE DATA CENTER SECURITY
- 18 NCAC 07J .0615 MAINTENANCE OF SOFTWARE AND HARDWARE
- 18 NCAC 07J .0616 CONFIGURATION MANAGEMENT PLAN
- 18 NCAC 07J .0617 IDENTIFICATION AND ACCESS CONTROL
- 18 NCAC 07J .0618 IDENTIFICATION AND ACCESS CONTROL BY THIRD-PARTY VENDORS AND SUPPORTING VENDORS
- 18 NCAC 07J .0619 VULNERABILITY DETECTION AND REMEDIATION
- 18 NCAC 07J .0620 IT SECURITY AUDIT
- 18 NCAC 07J .0621 SUMMARY OF IT SECURITY AUDIT
- 18 NCAC 07J .0622 CONTENTS OF IT SECURITY AUDIT SUMMARY

- 18 NCAC 07J .0623 CYBERSECURITY INCIDENT PREVENTION
- 18 NCAC 07J .0624 SECURITY PLAN
- 18 NCAC 07J .0625 SECURITY BOUNDARY AND THREAT PROTECTION TECHNOLOGY
- 18 NCAC 07J .0626 SECURITY INCIDENT RESPONSE PLAN
- 18 NCAC 07J .0627 CYBERSECURITY INCIDENT RESPONSE
- 18 NCAC 07J .0628 CONTINGENCY PLAN REQUIREMENT
- 18 NCAC 07J .0629 CONTENTS OF CONTINGENCY PLAN

SECTION .0700 – ELECTRONIC SIGNATURE AND SEAL STANDARDS

- 18 NCAC 07J .0701 APPLICATION OF ELECTRONIC SEAL
- 18 NCAC 07J .0702 COMPLIANCE WITH ELECTRONIC SIGNATURE AND SEAL RULES
- 18 NCAC 07J .0703 APPLICATION OF ELECTRONIC SIGNATURE
- 18 NCAC 07J .0704 ELECTRONIC SIGNATURE APPEARANCE
- 18 NCAC 07J .0705 ELECTRONIC SIGNATURE AND SEAL REVIEW
- 18 NCAC 07J .0706 ELECTRONIC SIGNATURE AND SEAL CHANGES

SECTION .0800 – ELECTRONIC JOURNAL STANDARDS

- 18 NCAC 07J .0801 ELECTRONIC JOURNAL REQUIRED
- 18 NCAC 07J .0802 COMPLIANCE WITH JOURNAL RULES
- 18 NCAC 07J .0803 JOURNAL ENTRY FOR EACH NOTARIAL TRANSACTION
- ~~18 NCAC 07J .0804 IDENTIFICATION OF NOTARIAL ACTS~~
- 18 NCAC 07J ~~.0805~~.0804 CLASSIFICATION OF JOURNAL ENTRIES
- 18 NCAC 07J ~~.0806~~.0805 MINIMUM LENGTH OF NOTES FIELD
- 18 NCAC 07J ~~.0807~~.0806 JOURNAL DATA VALIDATION
- 18 NCAC 07J ~~.0808~~.0807 COMMITTED JOURNAL ENTRY AMENDMENTS PROHIBITED
- 18 NCAC 07J ~~.0809~~.0808 PRINTING OF ELECTRONIC JOURNAL INFORMATION
- 18 NCAC 07J ~~.0810~~.0809 JOURNAL SEARCH
- 18 NCAC 07J ~~.0811~~.0810 SEGREGATION OF ENTRIES
- 18 NCAC 07J ~~.0812~~.0811 NOTARY ACCESS TO JOURNAL
- 18 NCAC 07J ~~.0813~~.0812 TERMINATION OF RELATIONSHIP WITH NOTARY
- 18 NCAC 07J ~~.0814~~.0813 SUPPLEMENTAL JOURNAL ENTRIES

SECTION .0900 – COMMUNICATION TECHNOLOGY STANDARDS

- 18 NCAC 07J .0901 ACCESS LIMITED
- 18 NCAC 07J .0902 VIEW OF DOCUMENT
- 18 NCAC 07J .0903 VIDEO STANDARDS
- 18 NCAC 07J .0904 VIDEO CUSTOMIZATION STANDARD
- 18 NCAC 07J .0905 AUDIO STANDARDS
- 18 NCAC 07J .0906 WRITTEN COMMUNICATION STANDARD
- 18 NCAC 07J .0907 RECORDING CAPABILITY
- 18 NCAC 07J .0908 RECORDING CONTENT
- 18 NCAC 07J .0909 RECORDING METADATA

18 NCAC 07J .0910 RECORDING OF REMOTE JUDICIAL ACTIONS OR PROCEEDINGS

SECTION .1000 – DEPOSITORY SERVICES STANDARDS

- 18 NCAC 07J .1001 DEPOSITORY REQUIREMENTS
- 18 NCAC 07J .1002 SESSION RECORD CREATION
- 18 NCAC 07J .1003 SESSION RECORD DIGITAL SIGNATURE
- 18 NCAC 07J .1004 SESSION RECORD PRESUMPTION
- 18 NCAC 07J .1005 SESSION IDENTIFIER
- 18 NCAC 07J .1006 SEARCHABLE SESSION RECORD FIELDS
- 18 NCAC 07J .1007 SESSION RECORD UNCHANGED
- 18 NCAC 07J .1008 STORAGE LOCATIONS
- 18 NCAC 07J .1009 TIME LIMIT FOR TRANSFER FROM DEPOSITORY
- 18 NCAC 07J .1010 EXCEEDANCE OF STORAGE TIME LIMIT
- 18 NCAC 07J .1011 DELETION OF SESSION RECORD
- 18 NCAC 07J .1012 VALIDATION BEFORE DELETION
- 18 NCAC 07J .1013 NOTARY ACCESS TO SESSION RECORD FROM DEPOSITORY
- 18 NCAC 07J .1014 DEPOSITORY CONTINUITY OF SERVICES
- 18 NCAC 07J .1015 JOURNAL ENTRY IDENTIFIER
- 18 NCAC 07J .1016 SESSION RECORD LOG FOR WHICH THERE IS NO ELECTRONIC JOURNAL ENTRY
- 18 NCAC 07J .1017 REQUIRED METADATA
- 18 NCAC 07J .1018 SESSION RECORD LOG
- 18 NCAC 07J .1019 CONTENTS OF SESSION RECORD LOG
- 18 NCAC 07J .1020 ENTRY TO DEPARTMENT DATABASE
- 18 NCAC 07J .1021 RETENTION OF SESSION RECORD LOG BY DEPOSITORY
- 18 NCAC 07J .1022 TRANSFER OF SESSION RECORD LOG
- 18 NCAC 07J .1023 ENTRY IN DEPARTMENT'S DATABASE BY TRANSFEROR

SECTION .1100 – BRIDGE PROVISIONS

- 18 NCAC 07J .1101 SAFE HARBOR
- 18 NCAC 07J .1102 DEADLINE FOR EXISTING TECH PROVIDER APPLICATIONS
- 18 NCAC 07J .1103 COMPLIANCE WITH RULES DURING BRIDGE PERIOD
- 18 NCAC 07J .1104 APPLICATION REQUIRED UPON CHANGES

SECTION .1200 – IPEN SOLUTION STANDARDS

- 18 NCAC 07J .1201 IPEN SOLUTION ACCOUNT CREATION
- 18 NCAC 07J .1202 CHANGES TO ELECTRONIC ~~NOTARY COMMISSION~~ REGISTRATION CERTIFICATE PRESENTED TO IPEN SOLUTION PROVIDER
- 18 NCAC 07J .1203 VERIFICATION OF NOTARY STATUS
- 18 NCAC 07J .1204 INABILITY TO VERIFY ACTIVE STATUS
- 18 NCAC 07J .1205 WHEN PROVIDER MAY RE-ENABLE FULL ACCESS
- 18 NCAC 07J .1206 IPEN VERIFICATION OF CUSTODIAN

- 18 NCAC 07J .1207 FORMAT OF SESSION RECORD
- 18 NCAC 07J .1208 IPEN SOLUTION DISCLOSURE
- 18 NCAC 07J .1209 CONTENT OF ADDITIONAL IPEN SOLUTION DISCLOSURES
- 18 NCAC 07J .1210 IPEN SOLUTION DISCLOSURE FORMAT

SECTION .1300 – APPLICATION FOR IN-PERSON ELECTRONIC NOTARIZATION SERVICES AUTHORIZATION

- 18 NCAC 07J .1301 REQUIREMENTS FOR AUTHORIZATION TO PROVIDE IPEN SERVICES
- 18 NCAC 07J .1302 DURATION OF IPEN SOLUTION APPROVAL
- 18 NCAC 07J .1303 APPLICATION FORM FOR IPEN SERVICES
- 18 NCAC 07J .1304 IDENTIFICATION OF KEY INDIVIDUALS
- 18 NCAC 07J .1305 APPLICATION REQUIREMENTS FOR IPEN PROVIDER KEY INDIVIDUALS
- 18 NCAC 07J .1306 FREQUENCY OF CRIMINAL HISTORY RECORD CHECKS FOR KEY INDIVIDUALS
- 18 NCAC 07J .1307 WHEN MORE FREQUENT CRIMINAL HISTORY RECORD CHECKS REQUIRED

SECTION .1400 – PLATFORM STANDARDS

- 18 NCAC 07J .1401 REQUIRED GENERAL PLATFORM FUNCTIONS
- 18 NCAC 07J .1402 PLATFORM FUNCTIONS FOR TRADITIONAL NOTARY
- 18 NCAC 07J .1403 PLATFORM SESSION RECORD FOR TRADITIONAL NOTARY
- 18 NCAC 07J .1404 PLATFORM FUNCTIONS UNAVAILABLE TO TRADITIONAL NOTARY
- 18 NCAC 07J .1405 REASONABLE ACCOMMODATION
- 18 NCAC 07J .1406 GEOLOCATION DETECTION
- 18 NCAC 07J .1407 GEOLOCATION COMMUNICATION TO NOTARY
- 18 NCAC 07J .1408 NOTICE OF IMAGE OR VOICE ALTERATION
- 18 NCAC 07J .1409 PERSONAL KNOWLEDGE
- 18 NCAC 07J .1410 PLATFORM ACCOUNT CREATION FOR ELECTRONIC NOTARY
- 18 NCAC 07J .1411 PLATFORM ACCOUNT CREATION FOR TRADITIONAL NOTARY
- 18 NCAC 07J .1412 CHANGES TO COMMISSION OR REGISTRATION CERTIFICATE PRESENTED 0 PLATFORM
- 18 NCAC 07J .1413 VERIFICATION OF NOTARY STATUS
- 18 NCAC 07J .1414 INABILITY TO VERIFY ELECTRONIC NOTARY STATUS
- 18 NCAC 07J .1415 PLATFORM ACCESS FOR NOTARY NOT IN ACTIVE STATUS
- 18 NCAC 07J .1416 VERIFICATION PRIOR TO REMOTELY ADMINISTERING JUDICIAL OATHS AND AFFIRMATIONS
- 18 NCAC 07J .1417 WHEN PROVIDER MAY RE-ENABLE FUNCTIONS
- 18 NCAC 07J .1418 FORMAT OF SESSION RECORD
- 18 NCAC 07J .1419 NOTARY COUNT OF NOTARIAL ACTS
- 18 NCAC 07J .1420 ~~PLATFORM COUNT OF NOTARIAL ACTS~~ PLATFORM COUNT OF NOTARIAL ACTS FIELD FOR COUNT OF OATHS OR AFFIRMATIONS WITHOUT PRINCIPAL SIGNATURES
- 18 NCAC 07J .1421 PLATFORM PROVIDER CALCULATION OF MONTHLY ~~FEE~~ FEE REMISSION OWED TO THE DEPARTMENT
- 18 NCAC 07J .1422 PLATFORM FEES INDEPENDENT OF NOTARY FEES PAID BY PRINCIPALS

- 18 NCAC 07J .1423 TIMING OF MONTHLY FEE REMISSION
- 18 NCAC 07J .1424 FEE REMISSION LOG
- 18 NCAC 07J .1425 FEE REMISSION LOG CONTENTS
- 18 NCAC 07J .1426 FEE REMISSION LOG RETENTION
- 18 NCAC 07J .1427 ADDITIONAL PLATFORM DISCLOSURES
- 18 NCAC 07J .1428 CONTENT OF ADDITIONAL PLATFORM DISCLOSURES
- 18 NCAC 07J .1429 PLATFORM DISCLOSURE FORMAT

SECTION .1500 – APPLICATION FOR PLATFORM LICENSURE

- 18 NCAC 07J .1501 PLATFORM LICENSURE REQUIREMENTS
- 18 NCAC 07J .1502 DURATION OF PLATFORM LICENSE
- 18 NCAC 07J .1503 APPLICATION FORM FOR PLATFORM LICENSE
- 18 NCAC 07J .1504 IDENTIFICATION OF KEY INDIVIDUALS
- 18 NCAC 07J .1505 APPLICATION REQUIREMENTS FOR PLATFORM KEY INDIVIDUALS
- 18 NCAC 07J .1506 FREQUENCY OF CRIMINAL HISTORY RECORD CHECKS FOR KEY INDIVIDUALS
- 18 NCAC 07J .1507 WHEN MORE FREQUENT CRIMINAL HISTORY RECORD CHECKS REQUIRED

SECTION .1600 – CREDENTIAL ANALYSIS STANDARDS

- 18 NCAC 07J .1601 SECTION DEFINITIONS
- 18 NCAC 07J .1602 CREDENTIAL ANALYSIS SOLUTION – GENERAL
- 18 NCAC 07J .1603 CREDENTIAL ANALYSIS SOLUTION TRIAL PROCESS
- 18 NCAC 07J .1604 EVALUATION OF CREDENTIAL ANALYSIS TRIAL
- 18 NCAC 07J .1605 FREQUENCY OF CREDENTIAL ANALYSIS SOLUTION TRIALS
- 18 NCAC 07J .1606 CREDENTIAL ANALYSIS TEST
- 18 NCAC 07J .1607 CREDENTIAL ANALYSIS
- 18 NCAC 07J .1608 CREDENTIAL ANALYSIS OUTCOME
- 18 NCAC 07J .1609 NOTIFICATION OF IMAGE ALTERATION
- 18 NCAC 07J .1610 VERIFICATION DATA CONFIDENTIAL
- 18 NCAC 07J .1611 DATA STORAGE PROHIBITED FOR CREDENTIAL ANALYSIS SOLUTION
- 18 NCAC 07J .1612 ADDITIONAL CREDENTIAL ANALYSIS DISCLOSURES
- 18 NCAC 07J .1613 CONTENT OF ADDITIONAL CREDENTIAL ANALYSIS DISCLOSURES
- 18 NCAC 07J .1614 CREDENTIAL ANALYSIS DISCLOSURE FORMAT

SECTION .1700 — APPLICATION FOR CREDENTIAL ANALYSIS AUTHORIZATION

- 18 NCAC 07J .1701 REQUIREMENTS FOR AUTHORIZATION TO PROVIDE CREDENTIAL ANALYSIS SERVICES
- 18 NCAC 07J .1702 DURATION OF CREDENTIAL ANALYSIS APPROVAL
- 18 NCAC 07J .1703 APPLICATION FORM FOR CREDENTIAL ANALYSIS SERVICES

SECTION .1800 – IDENTITY PROOFING STANDARDS

- 18 NCAC 07J .1801 SECTION DEFINITIONS
- 18 NCAC 07J .1802 IDENTITY PROOFING SOLUTION TRIAL – GENERAL

- 18 NCAC 07J .1803 IDENTITY PROOFING SOLUTION TRIAL PROCESS
- 18 NCAC 07J .1804 EVALUATION OF IDENTITY PROOFING TRIAL
- 18 NCAC 07J .1805 FREQUENCY OF IDENTITY PROOFING SOLUTION TRIALS
- 18 NCAC 07J .1806 IDENTITY PROOFING TEST
- 18 NCAC 07J .1807 IDENTITY PROOFING PROCESS USING KNOWLEDGE-BASED AUTHENTICATION
- 18 NCAC 07J .1808 RE-TAKING OF QUIZ BY INDIVIDUAL
- 18 NCAC 07J .1809 NOTICE OF IDENTITY PROOFING METHODS AND OUTCOMES
- 18 NCAC 07J .1810 VERIFICATION DATA CONFIDENTIAL
- 18 NCAC 07J .1811 DATA STORAGE PROHIBITED FOR IDENTITY PROOFING SOLUTION
- 18 NCAC 07J .1812 ADDITIONAL IDENTITY PROOFING DISCLOSURES
- 18 NCAC 07J .1813 CONTENT OF ADDITIONAL IDENTITY PROOFING DISCLOSURES
- 18 NCAC 07J .1814 IDENTITY PROOFING DISCLOSURE FORMAT

SECTION .1900 – APPLICATION FOR IDENTITY PROOFING SOLUTION AUTHORIZATION

- 18 NCAC 07J .1901 REQUIREMENTS FOR AUTHORIZATION TO PROVIDE IDENTITY PROOFING SERVICES
- 18 NCAC 07J .1902 DURATION OF IDENTITY PROOFING APPROVAL
- 18 NCAC 07J .1903 APPLICATION FORM FOR IDENTITY PROOFING SERVICES

SECTION .2000 – CUSTODIAL SERVICES STANDARDS

- 18 NCAC 07J .2001 CUSTODIAN REQUIREMENTS
- 18 NCAC 07J .2002 RECEIPT FROM CUSTODIAN TRANSFEREE
- 18 NCAC 07J .2003 AUTHENTICITY OF CUSTODIAN RECORDS
- 18 NCAC 07J .2004 NOTARY ACCESS TO SESSION RECORD FROM CUSTODIAN
- 18 NCAC 07J .2005 SEARCHABLE SESSION RECORDS
- 18 NCAC 07J .2006 SESSION RECORD STORAGE LOCATIONS
- 18 NCAC 07J .2007 DURATION OF STORAGE FOR CUSTODIAN
- 18 NCAC 07J .2008 TIME LIMIT FOR TRANSFER FROM CUSTODIAN
- 18 NCAC 07J .2009 SESSION RECORD DELETION BY CUSTODIAN UPON TRANSFER
- 18 NCAC 07J .2010 OPTIONAL EXTENDED RETENTION OF SESSION RECORDS
- 18 NCAC 07J .2011 SESSION RECORD MARKED FOR EXTENDED RETENTION
- 18 NCAC 07J .2012 MANDATORY EXTENDED RETENTION OF SESSION RECORD UPON NOTIFICATION
- 18 NCAC 07J .2013 DELETION UPON EXPIRATION OF MANDATORY EXTENDED RETENTION
- 18 NCAC 07J .2014 DELETION OF SESSION RECORD ENTRY IN LOG
- 18 NCAC 07J .2015 SESSION RECORD LOG RETENTION BY CUSTODIAN
- 18 NCAC 07J .2016 TRANSFER OF DEPOSITORY SESSION RECORD LOG BY CUSTODIAN
- 18 NCAC 07J .2017 CUSTODIAN ENTRY IN DEPARTMENT'S DATABASE
- 18 NCAC 07J .2018 NOTICE OF CESSATION OF CUSTODIAL SERVICES
- 18 NCAC 07J .2019 CUSTODIAN CONTINUITY OF SERVICES

- 18 NCAC 07J .2020 ADDITIONAL CUSTODIAN DISCLOSURES
- 18 NCAC 07J .2021 CONTENT OF ADDITIONAL CUSTODIAN DISCLOSURES
- 18 NCAC 07J .2022 CUSTODIAN DISCLOSURE FORMAT

SECTION .2100 – APPLICATION FOR CUSTODIAL SERVICES AUTHORIZATION

- 18 NCAC 07J .2101 REQUIREMENTS FOR AUTHORIZATION TO PROVIDE CUSTODIAL SERVICES
- 18 NCAC 07J .2102 DURATION OF CUSTODIAN APPROVAL
- 18 NCAC 07J .2103 APPLICATION FORM FOR CUSTODIAL SERVICES

SECTION .2200 – CUSTODIAL NOTARIES

- 18 NCAC 07J .2201 SCOPE
- 18 NCAC 07J .2202 CUSTODIAL NOTARY DEEMED APPROVED
- 18 NCAC 07J .2203 CUSTODIAL NOTARY AS CUSTODIAN AND TECHNOLOGY PROVIDER
- 18 NCAC 07J .2204 RULES APPLICABLE TO CUSTODIAL NOTARIES
- 18 NCAC 07J .2205 CUSTODIAL NOTARY SESSION RECORD STORAGE LOCATIONS
- 18 NCAC 07J .2206 PROVIDING CUSTODIAL SERVICES AFTER ELECTRONIC NOTARY REGISTRATION TERMINATION
- 18 NCAC 07J .2207 EFFECT OF DISCIPLINARY ACTION ON SERVICE AS CUSTODIAL NOTARY
- 18 NCAC 07J .2208 LIMITATION ON CUSTODIAL NOTARY AFTER REGISTRATION EXPIRATION
- 18 NCAC 07J .2209 CUSTODIAL NOTARY ANNUAL VERIFICATION FORM
- 18 NCAC 07J .2210 SUBMISSION OF ANNUAL VERIFICATION
- 18 NCAC 07J .2211 FINAL CUSTODIAL NOTARY VERIFICATION FORM

SUBCHAPTER 07K – MISCELLANEOUS RULES

SECTION .0100 – GENERAL

18 NCAC 07K .0101 DEFINITIONS

SECTION .0200 – CHARGING FEES FOR NOTARIAL ACTS

(TRANSFERRED TO 18 NCAC 07D EFF. MARCH 1, 2025)

18 NCAC 07K .0201 TRAVEL FEE RATE (TRANSFERRED TO 18 NCAC 07D .0201 EFF. MARCH 1, 2025)

18 NCAC 07K .0202 ESTIMATE OF CHARGES (TRANSFERRED TO 18 NCAC 07D .0202 EFF. MARCH 1, 2025)

18 NCAC 07K .0203 INCLUSION OF FEES IN JOURNAL (TRANSFERRED TO 18 NCAC 07D .0203 EFF. MARCH 1, 2025)

18 NCAC 07K .0204 CONSENT TO TRAVEL FEES MAY BE ELECTRONIC (TRANSFERRED TO 18 NCAC 07D .0204 EFF. MARCH 1, 2025)

18 NCAC 07K .0205 CONTENTS OF ADVANCE CONSENT TO TRAVEL FEES (TRANSFERRED TO 18 NCAC 07D .0205 EFF. MARCH 1, 2025)

18 NCAC 07K .0206 NOTARIAL RECORD OF WRITTEN CONSENT TO TRAVEL FEES (TRANSFERRED TO 18 NCAC 07D .0206 EFF. MARCH 1, 2025)