



DOCUMENTS THAT CANNOT BE NOTARIZED

Documents issued by a Virginia Circuit Court, Virginia Department of Health's Office of Vital Records, or the State Corporation Commission **cannot** be notarized by a Town notary. These documents must be notarized and sealed by the courts. **No exceptions.**

Examples of those documents that won't be accepted are:

- Vital Records (birth, death, marriage, divorce, single status)
- Marriage records issued by a Virginia Circuit Court (When you receive a marriage record you **must** ask for a triple seal to be attached to it. It will be returned if there is no triple seal.)
- Virginia issued Circuit Court documents (divorce decree, name change, single status)
- Virginia State Corporation Commission issued document
- A non-legal document in an attempt to make it appeal legal.
- Certifying the contents of or notarizing a photograph.



DOCUMENTS THAT CAN BE NOTARIZED

Several examples are included below. This is not an exhaustive list of documents requiring notarization. If you are unsure, contact the Office of the Secretary of the Commonwealth at 804-789-2441.

Examples of those documents are:

- ALL Powers of Attorney (POA): Durable & Financial
- Last Will and Testament
- Real Estate Transactions:
 - Purchase or Refinance
 - Seller Documents
 - All Mortgage Applications
 - Property Deeds
- General Documents:
 - Family Matters: Separation Agreements, Paternity, Adoption
 - School Forms
 - Contract Amendments
- Virginia issued background checks

***** If your document requires witnesses, you must supply your own. *****

A Virginia notary may REFUSE to notarize a document for any reason.