**Notary Public**

Clinton Public Library provides a notary service at the main library location during most hours of service. There is a charge of $5 per visit. To inquire whether a notary is available, please call ahead to (563) 242- 8441.

Please be aware of the following guidelines for notary service:

* Appointments are required. Please call to schedule.
* All signers must be present and have photo identification, such as a valid Driver's License.
* The document MUST NOT be signed ahead of time; it MUST be signed in front of the notary.
* A limit of five (5) notarization stamps per person per day.
* Clinton Public Library public notaries follow all regulations established by the Code of Iowa, CHAPTER 9B, NOTARIAL ACTS.
* A document is invalid if changes are made after the notarization.

For your information: A notary only verifies the signer's identity and that the signature was made willingly and freely.

Notarization does NOT:

* Prove a document to be true or accurate.
* Legalize or validate a document.
* Notarize I-9 forms.
* Prove a statement under oath/affirmation is true.

Public notaries are NOT legal professionals; please do not ask them legal questions or for legal advice.

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| **Adopted** | **Revised** | **Reviewed** | **Date of next review** |
| 8/8/2017 | 11/2021 | 10/2021 | 10/2024 |
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