

SEALED WITH A CERTIFICATE

When a notary public performs a notarial act for a tangible record, such as administering an affidavit, the act is not complete until the notary public executes a certificate.

A **certificate** is customarily located at the lower portion of a document and contains specific details about the notarial act that was performed, such as:

1. The Venue

According to the law, a notary public must *"identify the county and State in which the notarial act is performed."*

2. Notarial Wording

Every certificate must contain language that details the type of notarial act that was performed.

3. Date

The date of the notarization.

4. Signer(s) / Affiant(s)

The name of the individual(s) who have appeared before the notarial officer.

5. Official Signature

The notary public must sign their name *"exactly and only as it appears on the commission."*

6. Stamp

According to the law, "an official stamp shall be affixed to the certificate near the notary public's signature in a form capable of photographic reproduction."

7. Title of Notarial Officer

The law states that a certificate must *"contain the title of office of the notarial officer."*

8. Commission Expiration Date

"The certificate must indicate the date of expiration of the notarial officer's commission."

SAMPLE AFFIDAVIT

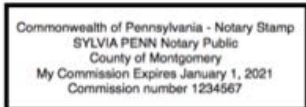
I, Mike Needmooremoney do hereby swear or affirm that :
employment history and proof of income that I provided to XYZ Bank
true.

Mike Needmooremoney
Signature of affiant

1 State of Pennsylvania
County of Dauphin

2 Signed and sworn to (or affirmed) before me on Oct 1, 2020 (date **3**)
4 by Mike Needmooremoney (names(s) of individual(s))

5 Sylvia Penn
Signature of notarial officer

6 

7 Notary Public
Title of office

8 My commission expires: January 1, 2021

