

# 6

## A Complete Certificate

---



When a person appears before a Notary Public and makes an **ACKNOWLEDGEMENT** declaring that the signature contained within the document is his/her act, the Notary Public evidences the **ACKNOWLEDGMENT** with a **CERTIFICATE**.

**Certificates** are governed under the Uniform Acknowledgement Act (UAA). The act has set a standard for the format and wording used within a Certificate. It is the duty of the Notary Public to properly complete the certificate.

In the following examples, you will notice that the words used to certify an individual signer are not the same as it is for a corporate representative or trustee signing on behalf of an organization. When a signer appears before you, you may want to double check the wording on the certificate. An improper certificate can cause the Notarization to become void.



# Example of Certificate for Individual

State of Pennsylvania

County of Adams

On this, the 1st day of April, 2013, before me Sylvia Penn,  
the undersigned officer, personally appeared Flo Doe, known to me (or  
satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the  
within instrument, and acknowledged that she executed the same for  
the purposes therein contained.

In witness whereof, I hereunto set my hand and official seals.

*Sylvia Penn*

Signature Notary Public

Title Of Officer

**(Seal)**

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL

Sylvia Penn, Notary Public

Abington Twp, Montgomery County

My Commission Expires May 7, 2017

# Example of Certificate for Corporation

State of Pennsylvania

County of Allegheny

On this, the 1st day of April, 2013, before me Sylvia Penn,  
the undersigned officer, personally appeared Joe Doe, who acknowledged  
himself to be the President of ABC Electronics, a corporation, and that he as  
such President, being authorized to do so, executed foregoing instrument for  
the purpose therein contained by signing the name of the corporation by himself  
as Joe Doe, President

In witness whereof, I hereunto set my hand and official seal.

Sylvia Penn  
Signature Notary Public

Title Of Officer

**(Seal)**

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL

Sylvia Penn, Notary Public

Abington Twp, Montgomery County

My Commission Expires May 7, 2017

# Example of Certificate for Trustee Administrator, Guardian or Executor

State of Pennsylvania

County of Montgomery

On this, the 1st day of April, 2013, before me Sylvia Penn,  
the undersigned officer, personally appeared Zoe Doe, of the State (County  
or City as the case may be) of EFG Church, known to me (or satisfactorily  
proven) to be the person described in the foregoing instrument, and  
acknowledged that he executed the same in the capacity therein stated and for  
the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

Sylvia Penn  
Signature \_\_\_\_\_  
Notary Public  
\_\_\_\_\_

Title Of Officer

**(Seal)**

COMMONWEALTH OF PENNSYLVANIA

NOTARIAL SEAL

Sylvia Penn, Notary Public

Abington Twp, Montgomery County

My Commission Expires May 7, 2017