

PUBLIC NOTICE FROM THE
OFFICE OF THE SECRETARY OF AMERICAN SAMOA

NOTARY ACT OF 2007

ACCEPTING APPLICATIONS FOR NOTARY PUBLIC

On May 2, 2008, Governor Togiola T. A. Tulafono signed into law the Notary Act of 2007, Public Law 30-18, as amended by Public Law 30-82. This new law established new procedures and requirements for Notaries Public in the Territory, among other things. As provided for in the Act, the new law will become effective on October 29, 2008. All those who are interested in applying for a notary commission must satisfy the following requirements:

1. Fill out an application provided by the Office of the Secretary of American Samoa, located at the Governor's Office, third floor of the A.P. Lutali Executive Office Building at Utulei or on-line at americansamoa.gov (click on Notary);
2. Provide a fingerprint card from the Department of Public Safety and a copy of your traffic record from the High Court, attached to the application form;
3. Pay a \$100.00 non-refundable application fee, at the Revenue Office and submit with application and receipt to the Office of the Governor;
4. Undergo and successfully complete a course on notary law, procedure and professional responsibility offered by the Office of the Secretary of American Samoa.
5. Successful applicants will be notified by letter from the Secretary of American Samoa and will then be required to pay a \$500 security bond with the Revenue Office of the Department of Treasury. A receipt of payment of said bond shall be provided to the Secretary before a commission is issued. An applicant who is denied a commission will also be informed by letter and allowed to retake the exam on a date to be announced by the Secretary, but no later than 20 days from the date of the issuance of said letter.

Pursuant to Section 31.0304 of the Notary Act of 2007, P.L. 30-18, as amended by P.L. 30-82, existing notaries commissioned before the Act's effective date will not be invalidated or terminated, but shall comply with the Notary Act when performing notarizations and in applying for new commissions.

On the effective date of the new law, no vendor or manufacturer may be authorized to issue notary seals or stamps to anyone without certification and authorization by the Secretary of American Samoa. Any vendor or manufacturer interested in issuing notary seals and stamps shall apply to the Secretary for the permit as required by Section 31.0341, P.L. 30-18, as amended by P.L. 30-82.

The Secretary urges all interested individuals to contact Melesete Haleck or Sally Faumuina at the Governor's Office (telephone 633-4116), for more information or by visiting the American Samoa Government website located at www.americansamoa.gov and clicking on Secretary of American Samoa



GOVERNMENT OF AMERICAN SAMOA
Office of the Secretary of American Samoa

APPLICATION FOR A NOTARY COMMISSION

Application Number: _____

Personal Background

1. Name: _____
(Last) (First) (Middle Initial)

2. Date of Birth: _____ (mm/dd/yyyy) E-mail: _____

3. Address: _____ Phone #: _____
(P.O. Box #) (Village)

4. Are you a citizen or national of the United States? Yes No
(Please attach a copy of your United States passport or document proving United States nationality.)

If no, are you a legal resident of the Territory of American Samoa? Yes No
(Please attach a copy of your American Samoa Immigration identification card, and a copy of your passport or document proving nationality.)

Employment Background

5. Business/Employer: _____
(If employed by the American Samoa Government, please specify which Department/Office)

6. Business/Employer Address: _____
(Provide only if different from address given in question 3 above.)

7. Business/Employer Phone Number: _____

Other Information

8. Please list all issuance, denials, revocations, suspensions, restrictions, and resignations of notarial commission, professional license or public office involving yourself in American Samoa, or any other territory or state, or nation. _____

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9. Have you ever been convicted a crime, felony or misdemeanor, and including serious traffic offenses? Yes No

If yes, please list all criminal convictions, including any pleas of admission or nolo contendere, in American Samoa, or any other territory or state, or nation.

(Information required under question 9 shall be used by the Secretary and designated government employees only for the purpose of performing official duties under the Notary Act of 2007, and shall not be disclosed to any person other than a government agent acting in an official capacity and duly authorized to obtain such information, a person authorized by court order, or to the applicant or such individual's duly authorized agent. Section 31.0319, P.L. 30-18, as amended by P.L. 30-21.)

10. If any, please list all claims pending or disposed against a notary bond held in your name and all civil findings or admissions of fault or liability regarding your activities as a notary in American Samoa, or any territory or state, or nation.
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11. Are you able to read and write in the English language? *(Circle one)* Yes No

DECLARATION OF NOTARY APPLICANT

I, _____, solemnly swear or affirm under penalty of perjury that the personal information in this application is true, complete, and correct; that I understand the official duties and responsibilities of a notary public in the Territory of American Samoa, as explained in the course of instruction I have taken; and I will perform, to the best of my ability, all notarial acts in accordance with the law.

Applicant's signature

Territory of American Samoa)
County of _____)

On this _____ day of _____, 20_____, before me, the undersigned notary, personally appeared _____,

[] personally known to me;

[] proved to me through identification documents allowed by law, which were _____;

[] proved to me on the oath or affirmation of _____, who is personally known to me and stated to me that (he/she) personally knows the document signer and is unaffected by the document;

[] proved to me on the oath or affirmation of _____ and _____, whose identities have been proven to me through documents allowed by law and who have stated to me that they personally know the document signer and are unaffected by the document;

to be the person who signed the preceding or attached document in my presence.

Notary Public