



FOR  
 SECRETARY OF STATE  
 USE ONLY

**APPLICATION FOR ELECTRONIC/REMOTE ONLINE NOTARIZATION  
 SOLUTION PROVIDER**

**ELECTRONIC NOTARIZATION**

**REMOTE ONLINE NOTARIZATION**

<b>1. Full Name of Company or Organization</b>			
<b>2. Address (number, street, city, state, zip code)</b>			
<b>3. Full Name of Contact Person</b>			<b>4. Title</b>
<b>Telephone</b>	<b>Mobile</b>	<b>Fax</b>	<b>E-mail</b>
<b>5. What is the name of the current version of your electronic or remote online notarization solution?</b>			
<b>6. List the states in which your software solution has been approved for use as well as the length of time:</b>			
<b>7. Are you currently registered to do business in the State of Rhode Island?</b>			<b>Yes      No</b>
<i>If the solution provider is a business corporation, limited liability company or other entity required to qualify to conduct business with the Rhode Island Department of State, qualification will be required in order for the solution provider to obtain final approval.</i>			
<p><b>PLEASE RETURN TO:</b>  <b>Division of Business Services/Notary</b>          148 W. River Street, Providence, Rhode Island 02904-2615  <b>Phone:</b> (401) 222-3040 <b>Fax:</b> (401) 222-1309  <b>Website:</b> <a href="http://www.sos.ri.gov">www.sos.ri.gov</a> <b>E-mail:</b> notaries@sos.ri.gov</p>			



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By signing this application I, \_\_\_\_\_,  
as \_\_\_\_\_ (title/position) of \_\_\_\_\_ (name

of provider) agree to:

1. Comply with the statutes, rules and standards that govern Rhode Island notaries and electronic/remote online notarization;
2. Provide an electronic/remote online notarization system or solution that complies with the technical specifications and performance standards of the statutes, rules and standards that govern the electronic/remote online notarization processes and procedures in Rhode Island;
3. Submit changes, modifications, or updates to information previously submitted and approved by the Rhode Island Department of State's office prior to making any updates or subsequent versions of the provider's electronic/remote online notarization system available to Rhode Island's electronic/remote online notaries;
4. Require notaries to present their RI Notary Commission prior to receiving an authorized digital notary stamp and signature;
5. Submit an exemplar of the digital notary signature and digital notary stamp to the Rhode Island Department of State for each electronic/remote online notary who subscribes to the provider's electronic/remote online notarization solution;
6. Suspend the use of any electronic/remote online notarization system or solution for any notary whose commission has been suspended, revoked, or expired by the Commissioning Officer;
7. Provide a free and readily available viewer/reader to enable all parties relying on the electronic/remote online notarized record or document to view the digital notary signature, the digital notary stamp and the remote notarization video, if applicable, without incurring any cost; and
8. Provide additional information upon request to the Rhode Island Department of State for consideration of your application.

By my signature below I, \_\_\_\_\_,  
swear or affirm that I have reviewed all of the statutes, the State of Rhode Island Electronic Notarization Standards, the Standards of Conduct for Notaries Public in the State of Rhode Island and that the system or solution offered complies with all of the requirements laid out in these governing documents.

Authorized Signature:

Title:

Date: