



Utah Remote Notary Solution Provider Application

Legal Name of Company

Mailing Address of Company

Physical Address of Company

Name and Title of Principal Contact Person

Phone Number of Contact Person

E-mail Address of Contact Person

E-mail Address for Notary Status Updates

Name of Solution

Link to Demo of Solution Provided

Link or Attach an Example of a Notarial Seal and Signature Provided by Vendor

Description of the technology used to ensure compliance with UCA Title 46 Notarization and Authentication of Documents, Electronic Signatures, and Legal Material Chapter 1 Notaries Reform Act and R623-100 Remote Notarization

Name of the providers or software for the following services associated with your platform:

- Knowledge Based Authentication
- Credential Analysis
- Digital Certificate

Describe the plan for disposition, including but not limited to the retention and storage of documents, journals, recordings, etc., in the event the solution provider no longer provides the remote notary system or solution, for whatever reason:

By submitting this application, the solution provider shall agree to:

1. Provide a free and readily available viewer/reader to enable all parties relying on the remotely notarized record or document to view the remote notary signature and the electronic notary seal without incurring any cost;
2. Take reasonable steps to ensure that a Utah remote notary public applying to use a notarization system or solution has complied with Utah law pertaining to registration, training and other requirements pertaining to notaries public in Utah;
3. Provide secure access to the notarization system or solution by password or other secure means identifying the Utah remote notary public;
4. Comply with the laws, policies and rules that govern Utah notaries public;
5. Provide a remote notarization system or solution that complies with the technical specifications and performance standards that govern remote notarization processes and procedures in Utah;
6. Provide for the uninterrupted, continuous, simultaneous audio-video communication between the remote notary public and the principal;
7. Prohibit the use of any remote notarization system or solution for any notary whose commission is not verified to be in active status by the Utah Lt. Governor's Office;
8. Designate remote notary registrant applicants to a pending status in the remote notarization system or solution until email confirmation from the Utah Lt. Governor's Office that the remote notary's registration is complete;
9. Access the Department's web interface to verify the active status of each notary who purchases or agrees to use the electronic notarization solution if the web interface is available (if the web interface is not available, verify notary status via email confirmation);
10. Once the Utah notary has been approved by the solution provider, the solution provider will supply to the notary the Remote Notary Application, issued by the Lt. Governor's Office for completion by the Utah notary. This application will serve as confirmation to the Lt. Governor's Office that the notary has complied with the Utah notary requirements and solution provider requirements to utilize the remote notary solution.
11. Submit an exemplar of the remote notary signature and electronic notary seal to the Utah Lt. Governor's Office, Notary Division for each remote notary who subscribes to the provider's remote notary solution.

Agency Representative's Signature: _____

Date: _____