

DEPARTMENT OF THE ATTORNEY GENERAL IMPORTANT INFORMATION FOR NOTARIES

Chapter 5-11, Hawaii Administrative Rules ("HAR"), the rules governing the practices and procedures of notaries commissioned in Hawaii, was adopted on and is **effective as of May 5, 2008**. You may view HAR Chapter 5-11 at the Notary Public website: <http://hawaii.gov/ag/notary/>

Many provisions of this chapter include new requirements for notaries, including that the commission number of the notary public must be inscribed on the notary's official seal or stamp (see HAR § 5-11-5). This means that each notary must order a new seal or stamp. In addition, every acknowledgment or jurat shall be evidenced by a certificate signed and dated by the notary. "The certificate shall include the printed name of the notary public, the official stamp or seal of the notary public, identification of the jurisdiction in which the notarial act is performed, identification or description of the document being notarized, which shall be close in proximity to the acknowledgment or jurat, and the number of pages and date of such document." HAR § 5-11-8.

You may incorporate the information in the jurat or acknowledgment (see our "Frequently Asked Questions About The New Notary Rules" for an example), or you may create your own certificate, as long as you comply with HAR § 5-11-8. Below is a sample certificate which you may stamp next to an acknowledgment or jurat to comply with HAR § 5-11-8.

Doc. Date: _____	# Pages: _____
Notary Name: _____	_____ Circuit
Doc. Description: _____	

_____	(Stamp or Seal)
Notary Signature	Date

These are just a few of the important changes addressed by the new rules, and we encourage you to download and read the complete chapter.

Act 175, Session Laws of Hawaii 2008, which takes effect **January 1, 2009**, addresses many important changes for notaries, and we encourage you to download and read this Act also.

Enclosed is a [FAQ sheet](#). If you have further questions after reading the FAQ sheet, HAR Chapter 5-11, and Act 175, you may call us at 586-1100 or e-mail us at ATG.notary@hawaii.gov. Thank you for your attention to these new changes in the rules and laws governing notaries.