# CERTIFIED MOBILE NOTARY SERVICE

#### **OVERVIEW**

Starting a notary business can be a great opportunity for individuals who are interested in providing important legal services to their community. We will provide all the information that you will need to get started!

#### STEPS TO START YOUR OWN BUSINESS

- Research the legal requirements in your state: Every state has different laws and regulations
  regarding Notary Publics. You will need to research the requirements in your state to determine
  the necessary qualifications and certifications. You may also need to obtain a business license.
- Obtain the necessary training and certifications: In most states, you will need to complete a notary training course and pass an exam to become a certified Notary Public. Some states also require a background check and a bond.
- Purchase Notary supplies: You will need to purchase a Notary seal, a Notary journal, and other supplies necessary to perform your duties as a Notary Public.
- Determine your pricing and services: Decide on the fees you will charge for your services, and what types of notary services you will offer. Some common services include notarizing documents, administering oaths, and certifying copies of documents.
- Market your business: Spread the word about your new Notary business. Consider creating a website, distributing flyers or business cards, and networking with other professionals in your community.

#### STEPS TO START YOUR OWN BUSINESS

- Stay up-to-date on changes in the law: As a Notary Public, it is important to stay
  informed about changes in Notary laws and regulations in your state. You may need to
  attend continuing education courses to maintain your certification.
- Starting a Notary business can be a great way to serve your community while also running your own business. By following these steps and taking the necessary precautions, you can start your own successful Notary business.

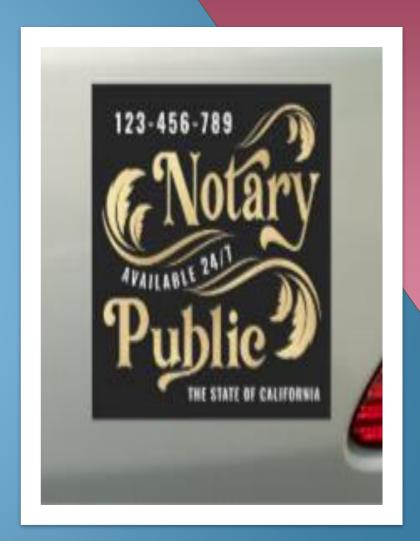
#### Advertise your Mobile Notary Business with a branded Pen

- Looking for a way to advertise your mobile notary business in a subtle yet effective way? Look no further than our custom pens.
- Our sleek and stylish pens are the perfect tool to promote your business, as they can be easily handed out to clients and prospective customers. Each pen can be customized with your business's name, logo, and contact information, ensuring that your brand is front and center in the minds of those who use it.
- In addition to being a powerful marketing tool, our custom pens are also practical and functional.
- Invest in our custom pens today and take the first step towards promoting your mobile notary business in style.



#### Advertise your Mobile Notary Business with a Custom Car Magnet

- Are you a mobile notary looking to promote your business while on the go? Our custom car magnets are the perfect solution!
- Our high-quality magnets are designed to fit most vehicles and can be easily applied and removed without damaging your car.
- Simply add your business name, logo, and contact information to create a professional and eye-catching mobile advertisement.
- With a car magnet, you can reach potential clients while driving around town, parked at appointments, or even while running errands.
- Stand out from the competition and increase your business's visibility with a custom car magnet.
- Order yours today and start promoting your mobile notary business wherever you go!



#### Advertise with Custom Polo, T-Shirts and Jackets

- Custom polo shirts and jackets with your company logo are a great way to create a professional and unified look for your mobile notary business.
   Whether you are meeting with clients, attending conferences, or simply out and about, branded apparel helps to increase brand recognition and creates a positive impression.
- Our high-quality polo shirts and jackets are available in a variety of colors and styles to suit your preferences. We use the latest embroidery techniques to ensure your logo is crisp, clear, and long-lasting, making your brand stand out from the competition.
- Not only do custom polo shirts and jackets look great, but they also serve as an effective marketing tool. When you and your team wear them, you are essentially walking billboards, advertising your business wherever you go. This type of brand exposure is invaluable and can help to attract new clients and generate more business.
- So why wait? Get in touch with us today to order your custom polo shirts and jackets and take your mobile notary business to the next level!





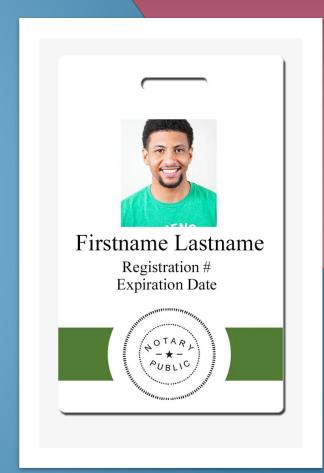
#### Branded Logo Caps

 Our branded notary logo caps are designed to enhance your professional image and provide a tangible representation of your notary business. Each cap is carefully crafted with attention to detail, ensuring both style and functionality. The cap features your customdesigned logo prominently displayed, serving as a visual representation of your brand and expertise.



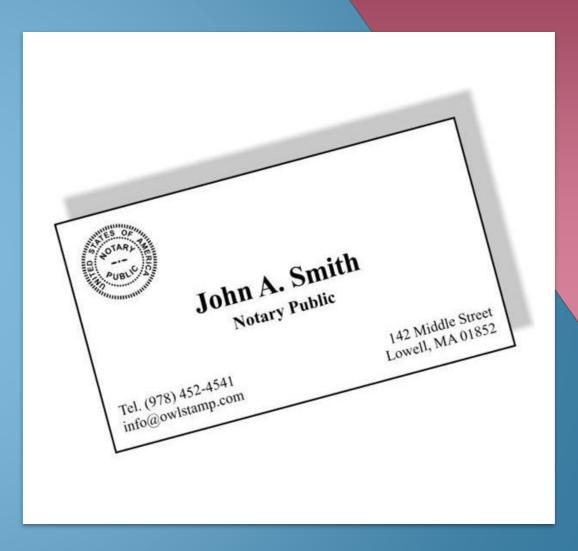
### SUPPLIES THAT WE OFFER Notary Name Badge

- Introducing our custom notary name badge a professional and personalized way to showcase your notary business to clients. Our ID badges are made with high-quality materials and can be customized with your name, business name, and logo.
- Having a personalized badge not only makes you look professional, but it also adds a layer of security for your clients. They can easily identify who you are and verify your credentials.
- With our custom notary name badge, you can stand out from the competition and establish your brand identity. It's a small investment that can make a big impact on your business.
- Order your custom notary name badge today and take your business to the next level.



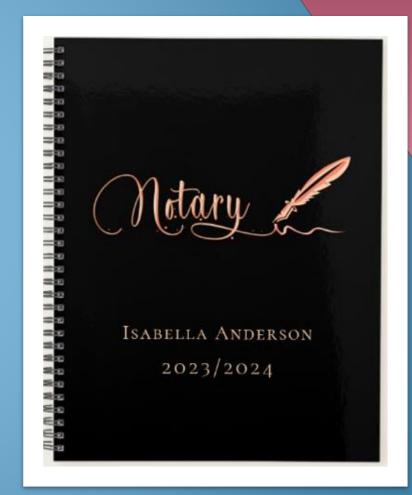
#### **Business Cards**

- A custom-made business card can set you apart from other notaries and leave a lasting impression on clients.
- Firstly, make sure to include your name and contact information, such as phone number, email address, and website. This makes it easy for potential clients to reach out to you when they need your services.
- Additionally, consider including a brief description of your mobile notary services. This could include a list of the types of documents you are authorized to notarize, such as loan documents, powers of attorney, and affidavits.
- You can also add a professional logo or graphic that represents your mobile notary business. This will make your business card more visually appealing and memorable..
- In summary, a custom-made business card is an essential tool for any mobile notary looking to grow their business.



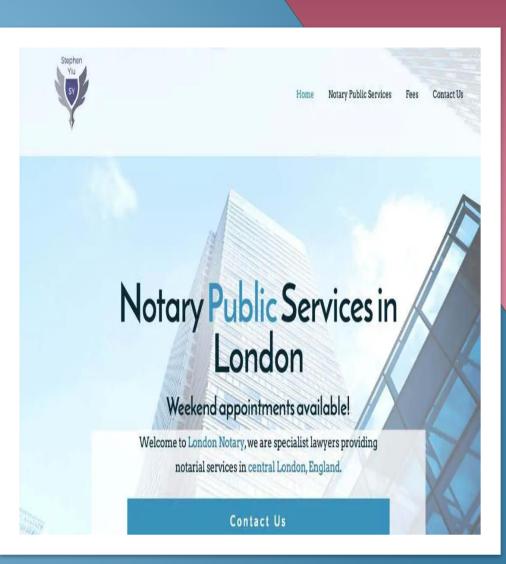
#### Appointment Scheduler Books with your Logo

A custom-made appointment book with your logo is an essential tool for any mobile notary looking to stay organized and promote their business in a professional manner. By choosing the right appointment book, customizing it with your logo, and including key information inside, you can create a tool that not only helps you stay organized but also promotes your mobile notary business to potential clients.



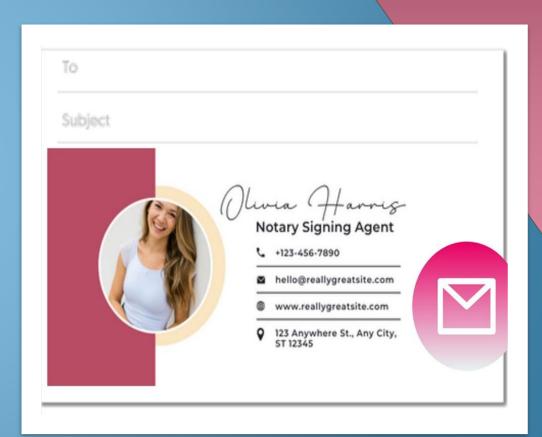
#### Creation of a New Website for your Mobile Notary Business

- Creating a website is an essential step for any mobile notary business looking to establish an online presence and attract new clients.
- Use colors, fonts, and images that align with your business and help you stand out from the competition.
- Make sure to include important information on your website, such as your business name, contact information, services offered, and pricing.
- Consider adding a bio, testimonials from satisfied clients, and any certifications or licenses you hold.
- It's important to ensure that your website is optimized for mobile use.
- Consider using relevant keywords in your content, optimizing your meta tags, and creating valuable content that will attract visitors and improve your search engine rankings.



### SUPPLIES THAT WE OFFER Professional Business Email Address

- Using a professional email address that reflects your business name and domain name is also more memorable and easier for clients to remember..
- Another benefit of having a professional email address is that it will help to protect your privacy.
- Additionally, a professional email address can help to prevent your emails from being flagged as spam or filtered into a client's junk mail folder. This is important because if clients don't receive your emails, it can lead to missed appointments and lost business.
- Overall, having a professional email address is an essential tool for any mobile notary business looking to build a credible and trustworthy image. By using a combination of your business name and domain name, you can create an email address that is memorable, professional, and easy to use for both you and your clients.



#### LLC Business License Registration - Part 1 of 2

When you're starting a mobile notary business, one of the first steps you should take is to register your business as a Limited Liability Company (LLC). This will help you establish your business as a separate legal entity, protect your personal assets, and provide credibility to your clients.

Once you have registered your LLC, you will need to obtain a business license. This license is required by law and allows you to legally operate your mobile notary business in your state. The process for obtaining a business license can vary depending on your state and local laws, but generally involves the following steps:

- 1. Research your state and local requirements: Each state has its own requirements for obtaining a business license. Check with your local Small Business Administration office or Secretary of State office to find out what the requirements are in your state.
- 2. You can check the availability of your desired business name by conducting a search on your state's Secretary of State website.

Rev. June 2017) Department of the Treasury	► Go to www.irs									
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5a Business Mailing Address and Phone Number	Business address (if different than line 4 information above)  City or town, state or province, country, and ZIP or foreign postal code. Do not abbreviate name of country.									
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b Business Identification	Are you self-employed or an owner, partner, or officer of a tax return preparation business?  Yes If "Yes," then complete this line. If "No," go to line 6.  Enter the business name.									
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6 Email Address	Enter the email address to	hat should be used to	contact you.							
For Privacy Act and Pa	aperwork Reduction Act Not	ice, see instructions.	Cat.	No. 55469F	Form <b>W-12</b> (Rev. 6-201					

### SUPPLIES THAT WE OFFER LLC Business License Registration - Part 2 of 2

- 3. You will need to fill out the necessary forms to register your LLC and obtain a business license. These forms may include articles of organization, operating agreements, and a tax ID number.
- 4. There are typically fees associated with registering your LLC and obtaining a business license.
- 5. Once you have submitted your forms and paid your fees, you will need to wait for approval from your state. This process can take several weeks, so be sure to plan accordingly.

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Business Identification	Are you self-employed or an owner, partner, or officer of a tax return preparation business?   Yes No									
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#### Business EIN Number Registration - Part 1 of 2

When starting a mobile notary business, one important step to take is to obtain a Business EIN (Employer Identification Number) from the Internal Revenue Service (IRS). An EIN is a unique nine-digit number used to identify your business for tax purposes.

Obtaining a Business EIN number for your mobile notary business is important for several reasons:

- 1. Legal requirement: If you plan to hire employees for your business, you will need to obtain an EIN number. Additionally, some states may require you to obtain an EIN number in order to register your business.
- 2. Tax purposes: An EIN number is required for tax purposes. It allows you to file taxes and pay any necessary taxes associated with your mobile notary business.
- 3. Building credibility: Having an EIN number can help you to establish credibility with clients and other businesses. It shows that you are a legitimate business and takes your mobile notary business seriously.

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#### Business EIN Number Registration - Part 2 of 2

The process for obtaining a Business EIN number for your mobile notary business is relatively simple and can be done online through the IRS website. Here are the steps you need to take:

- 1. Visit the IRS website: Visit the IRS website and locate the page for obtaining an EIN number.
- 2. Fill out the necessary forms: You will need to fill out the necessary forms to apply for an EIN number. This will include information about your business, such as the name, address, and type of business.
- 3. Submit your application: Once you have completed the forms, you can submit your application online.
- 4. Receive your EIN number: If your application is approved, you will receive your EIN number immediately. Be sure to keep this number in a safe place, as you will need it for tax purposes.

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### SUPPLIES THAT WE OFFER Tote Bag with Logo

- A custom tote bag is a great way to promote your mobile notary business and showcase your brand. By adding your business logo and city to the bag, you can create a unique and memorable marketing tool that will help you stand out from your competition.
- A custom tote bag can be used in many different ways to promote your business. You can give them away to clients as a thank you gift or use them to carry your notary supplies and documents to appointments. They are also great for conferences and events, as they can be used to hold brochures and other promotional materials.



## SUPPLIES THAT WE OFFER Business Directory Listings Search Engine Optimization (SEO)

Search engine optimization (SEO) and business directory listings are important tools for promoting your mobile notary business online. SEO involves optimizing your website and content to improve its ranking on search engine results pages (SERPs), while business directory listings involve listing your business in online directories.

- 1. By optimizing your website and content for relevant keywords, you can increase your visibility on search engine results pages.
- 2. A strong online presence can improve your business's credibility and trustworthiness.
- 3. By improving your visibility and credibility, SEO and business directory listings can drive more traffic to your website and business.
- 4. By investing in SEO and business directory listings, you can gain a competitive advantage over other mobile notary businesses in your area. By appearing at the top of search engine results pages and in online directories, you can make it easier for potential clients to find and choose your business over others.



### SUPPLIES THAT WE OFFER Logo Designer

A custom logo design is an important aspect of branding your mobile notary business. A logo serves as the visual representation of your business and helps to establish its identity and credibility. Here are some reasons why a custom logo design is essential for your mobile notary business:

- A custom logo design helps to establish a professional image for your mobile notary business. It shows that you take your business seriously and are committed to providing high-quality services to
- A custom logo design helps to differentiate your mobile notary business from others in the marketplace. It helps to create a unique identity that sets your business apart and makes it more memorable to potential clients.
- A custom logo design helps to build brand recognition for your mobile notary business. It creates a visual representation of your brand that can be used across all of your marketing and branding materials, from business cards to social media profiles.
- A custom logo design can increase the credibility of your mobile notary business. It shows that you have invested in your business and are committed to providing professional, reliable services to your clients.













### SUPPLIES THAT WE OFFER Notary Trademark

Creating a notary trademark for your mobile notary business can be a great way to establish a unique identity and protect your brand. A trademark is a symbol, word, or phrase that is used to distinguish a particular business from others in the market.

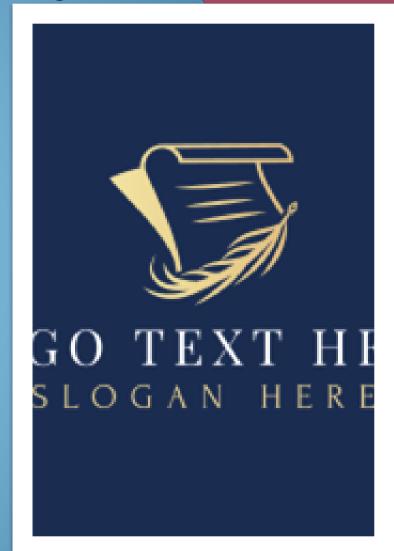


### SUPPLIES THAT WE OFFER Catchy Business Branded Slogan

A well-crafted slogan can help to differentiate your business from competitors and create a memorable impression with potential clients.

- 1. A catchy slogan can help to establish your unique selling proposition, which sets you apart from your competitors..
- 2. A catchy slogan can enhance brand recognition by making your business more memorable.
- 3. A catchy slogan can create an emotional connection with potential clients.
- 4. A catchy slogan can help to build brand loyalty by creating a sense of community among your clients.

By investing in a well-crafted slogan, you can take your mobile notary business to the next level.



#### Professional Business Profile Picture and Bio About Yourself

Overall, having a professional business profile picture and bio is an important part of building your mobile notary business. By following these tips, you can create a profile that reflects your professionalism and expertise in the field while also showcasing your personality and unique qualities.

- 1. Your bio should highlight your expertise as a mobile notary. Include information about your education, training, and certifications.
- 2. Use clear and concise language in your bio to make it easy to understand. Avoid using technical jargon that may be difficult for potential clients to understand.
- 3. Share your experience as a mobile notary. Highlight any notable clients or projects you have worked on and provide examples of your work.
- 4. Your bio should also show your personality and what makes you unique. Consider sharing a personal story or hobby that can help potential clients to connect with you on a personal level.

#### **USE YOUR SIGNINGAGENT.COM PROFILE**



#### Jane Doe

✓ NNA Certified and Background Screened Background Screening Passed: 09/2015



NNA Member Expiration Date: 09/30/2017

NSA Exam Expires: 09/2017

Appointment Number: 1234567891234 Appointment Expiration Date: 09/30/2016

Appointment State: CA

NNA E&O Insurance Coverage: \$25,000 NNA E&O Insurance Expiration: 03/07/2014 Non-NNA E&O Insurance Coverage: \$10,000 Non-NNA E&O Insurance Expiration: 10/21/2016 Notary Appointment Certficiate: View my certificate

AS YOUR NOTARY WEBSITE