

Confirmation of Notary Public Registration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter serves as a formal confirmation of my registration as a Notary Public. My registration details are as follows:

Full Name: [Your Full Name]

Notary Public Registration Number: [Registration Number]

State of Registration: [State]

Date of Registration: [Registration Date]

I have completed the necessary training and background checks as required by the state and am compliant with all regulations concerning notary services.

If you require any further information or documentation regarding my registration, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]