

Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I am writing to express my intent to become a Notary Public in the state of [Insert State]. I am dedicated to serving the community with integrity and professionalism, ensuring that all notarial acts are conducted in compliance with the law.

As a [Your Profession or Background], I have developed strong attention to detail and an understanding of legal documents. I believe that becoming a Notary Public will allow me to contribute positively to my community and assist individuals in their important legal transactions.

I am fully committed to completing all necessary training and meeting any legal requirements to obtain my Notary Public commission. I am looking forward to the opportunity to serve in this capacity.

Thank you for considering my application. I am eager to contribute to our community as a Notary Public and uphold the responsibilities that come with this position.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]