

Request for Notary Public Registration Documents

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 formally request copies of my notary public registration documents. My name is [Your Name], and I was registered as a notary public in [State/Region] on [Registration Date]. My notary commission number is [Commission Number].

The documents I am requesting include:

- Notary Public Application Form
- Appointment Document
- Certificate of Authorization

Please let me know if there are any fees associated with this request, and I will be happy to cover those costs. You can send the documents to my address listed above or email them to [Your Email].

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]