

Notarization Appointment Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Notary's Name]

[Notary's Address]

[City, State, Zip Code]

Dear [Notary's Name],

I hope this message finds you well. I am writing to request an appointment for notarization services. I have documents that require notarization and would appreciate your assistance.

Preferred Dates and Times:

[Insert Date and Time Options]

Please let me know your availability, and I will do my best to accommodate. Thank you for your time and assistance.

Best regards,

[Your Name]

[Your Signature (if sending by mail)]