

NOTARY PUBLIC SERVICES

A notary public is a public official appointed by the Secretary of the State. The notary has the power to administer oaths, take acknowledgments and perform other duties as permitted by law.

A notary public must comply with Connecticut state law however a notary public does not have the training or authority to prepare legal documents or recommend a course of action in legal matters. Any person in need of such assistance should consult an attorney.

Connecticut law requires that the signer of the document provide the notary with at least two forms of identification (unless the notary personally knows the signer) containing the individual's signature, at least one of which also contains the photograph of the signer, or a physical description. Examples of these documents would include a valid driver's license and a signed credit card.

Social Security cards and birth certificates are not to be used as a form of identification.

The Town Clerk's office offers notary services for most documents with the following exceptions: wills, living wills, advance directives, probate and estate matters, trusts and pre-nuptial agreements.

There is a \$2.00 fee for each notarized signature and a \$3.00 fee if such signature requires witnesses (payable by cash or check).

The fee is waived for Seniors, students and town volunteers