



## Notary Public Training Course

This two-hour course is designed to help notaries public understand the responsibilities and duties of their position. We encourage all current notaries public to attend this course. *Those who are considering becoming a notary public may register; however, where space is limited priority will be given to those who are already commissioned notaries public.*

**Attendees must register prior to attending the course.** The registration fee of **\$25**, payable by check (to KS Secretary of State), MasterCard, Visa or Discover, is due with the registration form.

### Personal Information

Please complete the following information to register for the course.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business/Organization Name: \_\_\_\_\_ Are you currently a notary public?  YES  NO

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Location Information

Check the training you would like to attend.

|  |   |   |
|--|---|---|
| <input type="checkbox"/> INDEPENDENCE<br>December 1, 2:30 p.m.<br>Independence Community College | <input type="checkbox"/> OVERLAND PARK<br>December 2, 9:00 a.m.<br>Johnson County Community College | <input type="checkbox"/> OVERLAND PARK<br>December 2, 1:00 p.m.<br>Johnson County Community College |
| <input type="checkbox"/> TOPEKA<br>December 3, 9:30 a.m.<br>Washburn Institute of Technology     | <input type="checkbox"/> WICHITA<br>December 7, 9:00 a.m.<br>Wichita State University               | <input type="checkbox"/> WICHITA<br>December 7, 1:00 p.m.<br>Wichita State University               |
| <input type="checkbox"/> HAYS<br>December 8, 9:00 a.m.<br>Fort Hays State Robbins Alumni Center  | <input type="checkbox"/> GARDEN CITY<br>December 9, 9:00 a.m.<br>Garden City Community College      | <input type="checkbox"/> SALINA<br>December 15, 9:30 a.m.<br>K-State at Salina                      |

### Payment Information

Please choose your payment method.  Check  Credit Card Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### Submission Information

Once completed, please submit the form, including payment, to the Secretary of State's Office. Registration confirmation and your receipt will be sent via email.

**Mail:** Secretary of State, Attn: Kim Ribelin, Memorial Hall 1<sup>st</sup> Floor, 120 SW 10<sup>th</sup> Ave, Topeka, KS 66612

**Fax:** (785) 368-6311

**Phone:** (785) 296-3806

**Email:** enotary@kssos.org