

Notary Information

If you are a resident of Allen County, Ohio, the Common Pleas Court can help you become a Notary Public or renew your notary commission.

The Common Pleas Court is open 8:00 AM to 4:30 PM, Monday through Friday and can be reached at 419-223-8525.

Note: You must also be at least 18 years old and registered to vote at your current address. (If you are unsure if you are registered to vote, please check with the Board of Elections at 419-223-8530.)

If you are not a resident of Allen County, please call the Clerk of Courts office in the County in which you live for more information.

Please visit <http://www.sos.state.oh.us/sos/recordsIndexes.aspx> for more information regarding Notary Public Commissions.

Remember: Once you receive your Notary Public Commission from the Secretary of State, you must bring it to the Clerk of Courts office to record it. The cost for this service is \$8.00.