



Remote Online Notary Instructions

- **Notarize.com** is the Remote Online Notary (RON) Platform.
- **You will need:** A desktop or laptop computer (Firefox, Chrome, and Safari work best) with a camera and microphone and your government issued photo ID.
- If you wish to use a Tablet or Smartphone, you will need to download the Notarize.com App from your App Store.
- A meeting invitation will be sent to your email account on the day that you are scheduled to sign.
- The invitation will prompt you to create a detailed personal account and complete Notarize.com's identity verification process. This process involves answering a series of questions to confirm your identity.
- Notarize.com will ask you to create/adopt an electronic signature and sign their eSign Consent Form.
- You will then enter the meeting, where the attorney will meet you to help sign and notarize your documents completely online.
- Notice for **multiple signers:**
 - Signers in the same location will only need one computer. Each signer will be prompted to go through the identification process during the same signing session.
 - Signers in different locations must have separate signing sessions, as only one signer will be able to access the Documents at a time.
- We will send you a complete set of the signed documents following settlement.