



COMMONWEALTH of VIRGINIA

Office of the Governor

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Secretary of the Commonwealth

Virginia Remote Online Notarization Guidance

Since 2012, the Commonwealth of Virginia has allowed for Remote Online Notarization (see [Title 47.1 of the Code of Virginia](#)).

Remote online notarization is the same as a traditional notarization, except a signer personally appears before the Notary at the time of the notarization using audio-visual technology (that meet certain requirements) over the internet instead of being physically present in the same room.

How to become an Electronic Notary in Virginia:

In order to become an electronic notary, the applicant must first hold a valid commission as a notary public in the Commonwealth of Virginia. A commissioned notary may apply to serve as an electronic notary on the Secretary of the Commonwealth's website:

<https://www.commonwealth.virginia.gov/official-documents/notary-commissions/enotary/>

The online application form will ask for:

- The applicant's full legal and official notary names.
- A *general* description of the technology or technologies the applicant will use to create an electronic signature in performing official acts as an Electronic Notary.
- Certification of compliance to the Secretary of the Commonwealth.
- A valid e-mail address.

Prior to submitting an electronic notary application, the applicant must purchase an electronic seal from an electronic notary seal provider. Each applicant must sign the E-Notary Application using their electronic signature, including any decrypting instructions, codes, keys, or software that allow the signature to be read and verified.

Once the application is approved (normally within a week), the applicant will receive an email confirmation, not a separate commission.

Technology Vendors:

Remote online notarization is facilitated by the use a technology vendor designed for the purpose of facilitating remote notarizations. This type of technology is different from those that primarily offer video-conferencing ability. Such purpose-designed services include the ability to both see and hear a remotely located individual (services such as Skype or Facetime do not meet the technology requirements). As the notary, it is your responsibility to choose the vendor.

There are a number of technology companies that offer end-to-end remote notarization systems. The notary is responsible for determining if the vendor meets the requirements in Virginia. This list is not intended to be an all-inclusive or comprehensive list. It is not meant to be an endorsement of any vendor, nor is it any particular order.

- DocVerify
- LenderClose
- Notarize
- NotaryCam
- Pavaso
- Safedocs
- SIGNiX
- World Wide Notary

Please be aware if you wish to use the electronic notary to remotely notarize documents, you would need to make sure you have the correct technology, as required by law, to properly notarize documents remotely. The Notary Handbook, the Code of Virginia (in the back of the handbook), and the Assurance Standards can be found on our website.

For more information about becoming an electronic notary in Virginia, please visit our website:
<https://www.commonwealth.virginia.gov/official-documents/notary-commissions/>