

## **LOOSE ACKNOWLEDGEMENTS & JURAT CERTIFICATES** **THAT EVERY NOTARY SHOULD KEEP ON HAND**

Used when:

- **There is not a notary certificate on the document. On documents presented without a notary certificate (e.g. a handwritten letter), you must ask the signer which type of notarization they want (acknowledgement or jurat), and explain the difference**
- **The certificate wording is incorrect, or not Ohio-compliant**
- **There is not sufficient space on the document to notarize, especially if stamp/seal will not fit. No document wording can be covered**
- **Staple the top two corners of the loose certificate to the document, and write “See attached certificate” on the bottom of the document.**

**ACKNOWLEDGEMENT**

State of OHIO, County of \_\_\_\_\_

Before me, a Notary Public in and for said state, personally appeared

\_\_\_\_\_

who acknowledged that he/she/they did sign the aforementioned instrument as their free act and deed.

Witness my hand and official seal this date: \_\_\_\_\_

\_\_\_\_\_

Notary Public, State of Ohio

My Commission Expires \_\_\_\_\_

**Optional Description of Document**

Type/Title of Document \_\_\_\_\_

Document Date \_\_\_\_\_ Number of Pages \_\_\_\_\_

Additional Signers \_\_\_\_\_

**JURAT**

State of OHIO, County of \_\_\_\_\_

Sworn/Affirmed and subscribed before me this date of \_\_\_\_\_

by \_\_\_\_\_

\_\_\_\_\_

Notary Public, State of Ohio

My Commission Expires \_\_\_\_\_

**Optional Document Description**

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Document Date \_\_\_\_\_ Number of Pages \_\_\_\_\_

Additional Signers \_\_\_\_\_