

**Here's what the Ohio Revised Code says about administering the oath/affirmation:**

**147.14 Removal from office for certifying affidavit without administering oath.**

No notary public shall certify to the affidavit of a person without administering the appropriate oath or affirmation to the person.

A notary public who violates this section shall be removed from office by the Court of Common Pleas of the county in which a conviction for a violation of this section is had. The court shall certify the removal to the secretary of state. The person so removed shall be ineligible to reappointment for a period of three years.

Removal from office apparently wasn't severe enough, as additional penalties were added...

**147.99 Penalties.**

(A) Whoever violates section [147.10](#) of the Revised Code (notarizing after commission expiration) shall be fined not more than five hundred dollars.

\*(B) Whoever violates section [147.14](#) of the Revised Code shall be fined not more than one hundred dollars or imprisoned not more than thirty days, or both.

***The State takes the oath/affirmation very seriously. As an Ohio notary, you should too!!***

**NOTE!! Administering the oath is *only* required for Affidavits, or other documents containing *SWORN* statements. A document containing verbiage such as “John Smith, upon oath” or “Being duly sworn”, or a notary certificate with the wording “Sworn to and subscribed before me...” is your indicator that the signer must be administered the required oath/affirmation, **AND** that a JURAT notary certificate is required to show you administered the oath/affirmation! If oath/affirmation language is shown in the document, but it contains an *improper acknowledgement* certificate, then you must replace it with the correct jurat certificate.**

**The new Ohio law holds YOU responsible for ensuring that the notary certificate correctly describes the notarial act you have performed for the document!!**

***Do NOT administer an oath for simple acknowledgements!!***

**Note that a person signing as attorney-in-fact/power of attorney, cannot take an oath/affirmation on behalf of the person they are signing for.**

**A Sample Oath can be as follows:**

**Do you solemnly swear that the information you have provided for this document is truthful and correct to the best of your knowledge, so help you God?**

**An Affirmation is substantially the same wording as above, but omits the appeal to a higher power. Both have equal legal standing.**

**Raising of the right hand is not required, but does help to reinforce to the signer the solemnity of the ceremony.**

**The notary must ask the signer if they prefer an Oath or Affirmation, and explain the difference.**