1. Hold an existing commission as a traditional Notary Public.
2. Increase your surety bond coverage to $10,000.
3. You have determined that Secured Signing is your approved RON vendor
4. Purchase your eNotary stamp here: https://bit.ly/3R1IiKt
5. Sign your signature as a notary on white paper, take a cell phone picture, email that to yourself for upload during the Secured Signing registration process
6. You may use Secured Signing x509 certificate at no charge
7. Access/create your Utah.gov account to complete the remote Notary certification form at: Log in with Your Utah.gov Account
8. Email your application, proof of your bond coverage and a PDF document executed showing your electronic seal and signature to: notary@utah.gov.
9. Pass a criminal background check
10. Receive confirmation that your application was approved. Or receive confirmation that your background check was submitted.
11. Call Office of the Lt. Governor, 801-538-1041to pay your $50 application fee.
12. Receive an email confirming you are an active remote Notary.
13. Register at Secured Signing at: https://www.securedsigning.com/pricing-enotary

**If you need any assistance, please contact: helpdesk@securedsigning.com**