



STATE OF IDAHO NOTARY PUBLIC COMMISSION NAME OR ADDRESS CHANGE

Fees: Name or Physical Address Change – \$5.00
 Mailing Address Change Only – No Charge
Filing a paper form will incur an additional \$20 manual processing fee.
Forms submitted without this additional fee will be rejected.
 Make checks payable to: Idaho Secretary of State

SELECT CHANGE(S): Change Physical Address Change Mailing Address Name Change

Commission Number: _____
 Find your commission number at: <https://sosbiz.idaho.gov/search/notary>

CURRENT COMMISSION NAME :			
Last Name:	First Name:	Middle Name or Initial (if used):	Suffix (Jr., Sr., ect.):

Government Employment: If you can truthfully answer "yes," there is no fee for filing this form.

Are you a city, county, or state **government** employee? Yes No

If yes, government agency name: _____ Agency phone: _____

NAME CHANGE: Enter your name <u>exactly</u> as it will appear on your new notary seal.			
Last Name:	First Name:	Middle Name or Initial (if used):	Suffix (Jr., Sr., ect.):

CHANGE PHYSICAL ADDRESS: Enter your <u>new</u> physical address. This must be a street address, not a PO Box.			
Physical Address (not a PO Box):	City:	State:	Zipcode:

CHANGE MAILING ADDRESS: Enter your <u>new</u> mailing address. Include a name, if different than your own.			
Name and Mailing Address (if different from physical address):	City:	State:	Zipcode:

Notary Signature: _____

Submit this form with payment to:
 Idaho Secretary of State
 PO Box 83720
 Boise, ID 83720-0080