

HUNTERDON COUNTY LIBRARY NOTARY SERVICE FAQ'S

When and where are Notary services available?

Notary services are available free of charge during scheduled hours of operation. Please contact the library prior to your visit to make an appointment.

Headquarters Library
314 State Route 12
Flemington, NJ 08822
908-788-1434

North County Branch Library
65 Halstead Street
Clinton, NJ 08809
908-730-6135

South County Branch Library
1432 Route 179, Unit B-1
Lambertville, NJ 08530
609-773-0032

Services are not available 15 minutes before closing time.

What are the requirements?

- The person whose signature is being notarized must be present and show a valid photo ID.
- Limit of 3 documents per person per visit.
- Witness must know the person whose document is being notified and present valid photo ID. **The Library will not provide witnesses or permit witnesses to be solicited from library patrons.**
- NJ law requires that notaries must be able to read documents being notarized and be able to communicate directly with the person requesting the service. Notaries cannot notarize a document written in a language other than English. Translators are not permitted.
- The person who is to sign the document must completely fill out the document, leaving no blanks other than where the person is to sign. **Library Notaries will not notarize a document if it has already been signed by the customer.**

Are there restrictions?

In accordance with New Jersey Notarial Law, notaries will not provide service if the customer, document or circumstances of the request of the Notary Service raises any issue of authenticity, ambiguity, doubt or uncertainty for the Library. In this event, the Library Notary may, at his/her sole discretion, decline to provide Notary Services. Notaries cannot pre-date or post-date an action, prepare a legal document or give advice

on legal matters, or notarize documents in which they have a personal interest. Notaries cannot provide counseling regarding documents.

Although the Notary cannot attest to true copies of passports, driver's licenses, etc., the Notary will issue a notarized Affidavit of True Copy which places the responsibility on the person making the copy. Should a true copy of birth, death, or marriage certificate with raised seal be required, these official copies must come from the appropriate agency.

Notary services are **NOT** available for the following documents:

Deeds
Wills
Living Wills
Living Trusts
Codicils
Form I-9's

Depositions
Mortgages
Adoptions
Real Estate Closings
Powers of Attorney