



Prohibited Notary Acts

The following documents and/or services **may not** be notarized, **witnessed** or provided for members, joint owners or non-members due to credit union policy. Notarization of permitted documents for non-members shall be at the discretion of Managers.

- Mortgage closing packages from other financial institutions. (Please note: A single document such as a properly completed 1-2 page Mortgage Modification CAN be notarized.)
- The execution of a Will or Trust. (Healthcare or estate planning governing documents of any kind, including living wills, amendments, codicils, restatements, modifications and revocations, CANNOT be notarized.)
- Power of Attorney (POA) documents. The only document we may notarize in connection with a POA is our POA Affidavit we require prior to allowing an agent to use a POA.
- Separation or Dissolution of Marriage Agreements or related affidavits
- Solemnizing Marriages
- USCIS Form I-9, Employment Eligibility Verification, Department of Homeland Security, U.S. Citizenship and Immigration Services
- **Per our General Counsel, we will not be doing “eNotarizations.”**

View a list of Prohibited Acts established by the State of Florida:

www.flgov.com/notary_ref_manual