



State of Arizona - Arizona Secretary of State
Notary Public Address/Name Change Form
Business Services Division - Notary Department
 1700 W. Washington Street, 7th Floor, Phoenix, AZ 85007

This form must be written legibly or computer generated. For your convenience, this form has been designed to be filled out and printed online at the Secretary of State's website, www.azsos.gov, Business Services.

**DO NOT WRITE IN THIS SPACE.
FOR OFFICE USE ONLY.**

ADDRESS CHANGE

File an address change within 30 days of the change (A.R.S. § 41-323). Failure to notify of a mailing or residential address change within 30 days may result in a \$25 civil penalty.

NAME CHANGE

File a name change within 30 days of the change of surname (A.R.S. § 41-327). Failure to notify the secretary of state of this change of surname is evidence of the notary's failure to fully and faithfully discharge the duties of a notary. The commission may be revoked.

NOTARY COMMISSION NUMBER OR SOCIAL SECURITY NUMBER		
LAST NAME (As shown on notary certificate)	FIRST NAME (As shown on notary certificate)	MIDDLE (If used)

ADDRESS CHANGE ~ CHECK APPROPRIATE BOX AND UPDATE ADDRESS

<input type="checkbox"/> NEW HOME ADDRESS	DATE OF NEW HOME ADDRESS	FORMER PHONE NUMBER	NEW PHONE NUMBER
FORMER HOME (Physical) ADDRESS		CITY	STATE ZIP CODE
NEW HOME (Physical) ADDRESS		CITY	STATE ZIP CODE
<input type="checkbox"/> NEW MAILING ADDRESS	DATE OF NEW MAILING ADDRESS	FORMER PHONE NUMBER	NEW PHONE NUMBER
FORMER MAILING ADDRESS		CITY	STATE ZIP CODE
NEW MAILING ADDRESS		CITY	STATE ZIP CODE
<input type="checkbox"/> NEW BUSINESS ADDRESS	DATE OF NEW BUSINESS ADDRESS	FORMER PHONE NUMBER	NEW PHONE NUMBER
FORMER BUSINESS NAME		NEW BUSINESS NAME	
FORMER BUSINESS ADDRESS (This address is a public record)		CITY	STATE ZIP CODE
NEW BUSINESS ADDRESS (This address is a public record)		CITY	STATE ZIP CODE

NAME CHANGE ~ CHECK APPROPRIATE BOXES, FILL IN SURNAME, ATTACH NAME CHANGE DOCUMENTATION.

NAME CHANGE & NOTARY COMMISSION:
 If you ONLY want to use your new name as a notary public you must apply for a new commission. Refer to the Application for Notary Public Commission form for applicable requirements and fees.

A.R.S. § 41-327: A notary public who has a change of surname may continue to use the official seal and commission in the notary public's prior name until that commission expires. The notary shall sign the changed surname on the line that is designated for the notary public's signature on the notarial certificate. Immediately below that signature, the notary public shall sign the name under which the notary was commissioned.

REASON FOR NAME CHANGE	NEW SURNAME
<input type="checkbox"/> Marriage <input type="checkbox"/> Divorce <input type="checkbox"/> Other	IF OTHER, SPECIFY

SIGNATURE (REQUIRED)	DATE
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Submit your completed form by fax, mail or in person.

FAX to: (602) 542-4366
Send by CERTIFIED MAIL to: Arizona Secretary of State
 Attn: Notary Department
 1700 W. Washington Street, 7th Fl.
 Phoenix, Arizona 85007

Submit IN PERSON:
Phoenix
 Customer Service Center
 14 N. 18th Ave.
 Phoenix, Arizona 85007

Tucson
 Arizona State Complex Building
 400 W. Congress, 2nd Fl., Room 252
 Tucson, Arizona 85701