



**Michigan Department of State of Michigan**  
**Office of the Great Seal Notary Public Complaint Form**

BUREAU OF ELECTIONS – RICHARD H. AUSTIN BUILDING – 1<sup>ST</sup> FLOOR  
 430 W. ALLEGAN STREET, LANSING, MICHIGAN 48918

This complaint form may be used to file a Notary Public complaint alleging violations of the [Michigan Law on Notarial Acts \(MiLONA\)](#).

PLEASE PRINT OR TYPE INFORMATION REQUESTED

Section 1. Complainant		
Your Name	Daytime Telephone Number	
Mailing Address		
City	State	Zip Code
Email Address		

Section 2. Notary Public
Commission Name
County of Commission and Expiration Date

Section 3. Allegations (Use additional sheets if more space is needed.)
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Section(s) of the [MiLONA](#) alleged to be violated: \_\_\_\_\_

\_\_\_\_\_

**Explain how those sections were violated:**

All evidence needs to be included with the submission of this complaint that supports the allegations. The actual record that is the basis for the complaint or a copy, photocopy, or other replica of the record is required at time of complaint:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Section 4. Certification (Required)

*I certify that to the best of my knowledge, information, and belief, formed after a reasonable inquiry under the circumstances, each factual contention of this complaint is supported by evidence.*

**X**

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date

## Section 5. Remedial Action

*NOTE:* The legality and validity of a document must be determined in a court of law. Notarization itself does not guarantee that a document is true, legal, valid, or enforceable.

If the Secretary of State's investigation warrants action, the Secretary may take one or more of the following actions (usually after a hearing):

- Deny a person's application to become a notary
- Issue a letter of censure
- Require the individual to take affirmative action, including restitution to the injured person
- Suspend or revoke an existing notary appointment
- Impose a fine up to \$1,000
- Require the notary to reimburse the costs of investigation
- Ask the Attorney General to petition a court for an injunction or restraining order
- Report the violations to the Attorney General and/or local prosecutor for prosecution

By law, the Secretary of State may automatically revoke a notary public's commission upon conviction of a felony or the conviction of misdemeanor offenses that involve violation of the Michigan Notary Public Act (3 or more offenses within a 5-year period or 2 offenses in a 12-month period).

In addition, notaries and their surety bond holders are liable in a civil action for damages sustained by the persons injured. To pursue legal action against a notary public, contact your own attorney, the local law enforcement agency or the prosecuting attorney's office.

## Section 6. Submission

Once completed, mail the complaint form with your evidence to the address listed below or email to [MDOS-Notary@Michigan.gov](mailto:MDOS-Notary@Michigan.gov). The complaint is considered filed upon receipt by the Office of the Great Seal.

Michigan Department of State  
Office of the Great Seal  
7064 Crouner Drive  
Lansing, Michigan 48918