Mail completed form to:

Office of the Great Seal
7064 Crowner Drive
Lansing, MI 48918

Information change

(No fee)

Clear Form

Michigan Department of State
Office of the Great Seal
Notary Request for Notice of Change

Do not use this form to request duplicate notary documents
(All notary documents must be retrieved from your MiLogin account)

Please **print** or **type** information requested

Original information (complete all sections)

Driver's license or state ID number	Issuing state
Name as currently commissioned	Expiration date of current commission *(MM/DD/YYYY)*
Email address	

New information (complete only those sections that are changing)

Driver's license or state ID number			Issuing state
Full name (First/Middle/Last) (must match your state driver's license or ID card)			
New commission name (name as it will appear on documents you notarize)			
Email address			
Residence address	City	State	ZIP
(Must match your driver's license/ID card. Include PO Box, lot, and apt. numbers.) *Please note: A resident address change that results in a county change does not change your county of commission.			
Business address	City	State	ZIP
Residence telephone number	Business telephone number		
I understand that all information contained on this application is subject to disclosure under the Freedom of Information Act, 1976 PA 442, MCL 15.231, et seq. **If I am a licensed attorney, I certify that I am in good standing with the State Bar of Michigan.**			
Commission name			
Signature			Date *(MM/DD/YYYY)*