



NOTARY PRACTICE EXAM

Treat this exam like you would the actual notary exam. These questions are specifically designed to trick you. So take your time and read every question and answer thoroughly. Choose the BEST answer. Keep in mind, some questions might have MORE than one right answer. So choose the BEST one. Answers are available at the end.

1. Sally, a California notary, is asked to notarize a document, but upon review, she notices she cannot stamp her notary seal onto the document. What is the document Sally is asked to Notarize.

- a. Grand Deed
- b. California Subdivision Map
- c. Hard Copy of a California Driver License
- d. Circulator's Affidavit or other Voting Document

2. The California Notary's stamp does not include.

- a. The Notary's commission expiration date.
- b. The Notary's identification number.
- c. The vendor's identification number.
- d. The county of Notary's residence.

3. Fred met his brother Steve, a California notary, to have his Grand Deed notarized for his and his wife's property in Mexico. Fred came alone, even though both he and his wife signed the document. Fred's ID was issued 6 years ago but is expired. Can Steve preform the notary?

- a. Yes, because Fred and Steve are long time friends.
- b. No, because the Grand Deed includes Fred's wife's signature.
- c. Yes, because the Mexican document is currently within California state lines.
- d. No, because Fred's only ID is expired and issued over 5 years ago.

4. Maria, a Spanish speaking notary, wants to advertise to the Spanish speaking community. She creates a sign that reads, "Notario Publico," followed by the term, "I am not an attorney and therefore cannot give legal advice on immigration matters or any other legal matters," both in English and Spanish. Which of the following is true.

- a. Maria has included the required legal disclaimer.
- b. Maria will face a fine of \$1,500.
- c. Maria will face a fine of \$1,000 for giving legal advice.
- d. Maria will have her notary licensed revoked.

5. Kelly is a notary and also an escrow officer; she earns a bonus from her company for processing the sale of a property for one of the clients. She may:

- a. Not notarize the document under any circumstances.
- b. Refer another notary who has no financial interest in the document.
- c. Notarize the document, only if she declines the bonus.
- d. Notarize the document involving this transaction.

6. Bob, a California notary, is given a Vietnamese document, which he cannot read. Which of the following is true:

- a. Bob must refuse the notarization.
- b. Bob must ask the signer to translate the document.
- c. Bob must make sure the document is complete.
- d. Bob must include the title of the document in the official Notary journal.

7. Wilma is asked by her father, who is also her employer, to notarize a Grant Deed, in which Wilma is named as a grantee.

- a. Wilma must notarize the document in the authorized capacity of an employee.
- b. Wilma may not notarize the document because she is a relative.
- c. Wilma must include fingerprints in the journal because the document is a Deed.
- d. Wilma may not notarize.

8. John is a mobile Notary who visited the State Line resort on the border of California and Nevada. While on the California side, his friend Judy asked him to notarize three documents: one Acknowledgement and two Jurats. John performed the notarizations by notarizing the Acknowledgment and administering an oath for both Jurats. Which of the following is true.

- a. John followed the law by completing the notarizations on the California side of the border.
- b. John faces a fine of \$750.
- c. John may fill out one Jurat certificate for both documents.
- d. Judy must personally know John because she is going under oath.

9. The \$15,000 surety bond

- a. Provides a limited fund to reimburse members of the public who are damaged by notarial misconduct.
- b. Limits the maximum amount of recoverable monetary award against a notary in a civil lawsuit.
- c. Must be obtained from a licensed insurance company.
- d. Must be filed with the CA Secretary of State.

10. Sandra is a notary and a qualified and bonded immigration specialist. How much can Sandra charge to help one individual complete immigration forms?

- a. Sandra may not give legal advice or tell people how to fill out any documents.
- b. \$5 for the oath and \$5 for the certificate
- c. \$15
- d. None of the above.

11. Which of the following is considered an oath for the Jurat:

- a. "Do you swear or affirm that the statements in this document are true?"
- b. "Do you swear or affirm that the statements in this document are true, so help you God?"
- c. a & b, but with a raised right hand.
- d. All of the above.

12. Timothy is a notary, but is also gaining a direct financial compensation from the transaction. Timothy is therefore a

- a. Real estate agent
- b. Vendor
- c. Employee
- d. None of the above.

13. Bill brings a document to be acknowledged before a Notary Public. The Notary Public certifies on the Acknowledgment form to all of the following, except

- a. That Bill acknowledged executing the document to the Notary.
- b. "Subscribed and sworn to (or affirmed) before me".
- c. That the signer personally appeared before the notary public.
- d. The county and to the identity of the signer.

14. When would a notary public notarize a document using a Signature by Mark?

- a. The principal cannot personally appear before a notary public.
- b. The Subscribing Witness is able to say, under oath, that he or she either saw the principal sign the document or heard the principal acknowledge that he or she signed the document.
- c. When the principal uses two credible witnesses who provide their ID to the notary.
- d. When the signer of an instrument cannot write (sign) his or her name, that person may sign the document by mark before the notary arrives.

15.

What is the penalty for notary execution of any certificate on a deed, containing a statement known to the notary public to be false?

- a. \$750
- b. \$2,500
- c. \$10,000
- d. \$1,500

16. Which document must a notary notarize for free?

- a. A veteran's will.
- b. A veteran's Deed of Reconveyance.
- c. A veteran's spouse's benefit documents.
- d. A document relating to nomination for public office.

17. Mark is a notary appointed to an air force base. While visiting his family in Sacramento, he's asked to notarize an Arizona Deed of Trust by his Father. Which of the following is true:

- a. Mark cannot notarize.
- b. Mark cannot notarize because the document signer is his direct relation.
- c. Mark cannot notarize because he is not in the same county as his commission.
- d. Mark cannot notarize because the document is from another state.

18. Samuel introduces himself to a local notary and presents a paper identification, but it is expired and issued 7 years ago. The notary refuses to notarize because the paper identification document is not valid. So Samuel returns to the notary and introduces his wife, Cynthia, who has a valid Military ID card. How should the notary proceed?

- a. Notarize using Cynthia as a credible witness.
- b. Require the military ID contain a signature before accepting.
- c. Place both Samuel and Cynthia in the journal.
- d. None of the above.

19. When identifying the signer and there is no indication that the any of the information, evidence, names or physical description would lead a reasonable person to believe that the signer is not who he or she claims to be or that the document was forged, translated or mis-represents the signer's legal obligation, how should the notary proceed.

- a. The notary should refuse to notarize.
- b. The notary should indicate the current residing county in the venue.
- c. The notary may ask the signer to return with different identification.
- d. The notary must indicate the signer's physical description in the journal.

20. Fernando has been a notary, employed by his company for 30 years. He recently retired, therefore, he must

- a. Destroy the notary seal.
- b. Take the journal to the County Clerk's office where his oath and bond are filed.
- c. Both a & c.
- d. None of the above.

21. Felicia is called to notarize a document at a nursing home, where she meets Carlton, the document signer. He is unable to sign his own name and therefore says he has brought his daughter and granddaughter to act as the Subscribing Witness and Credible Witness respectfully. How shall Felicia proceed?

- a. Require Carlton sign the Proof of Execution by Subscribing Witness form.
- b. Require an ID from Carlton's daughter.
- c. Refuse because the Carlton's granddaughter is under 18 years of age.
- d. None of the above.

22. Virginia has taken the notary class online and just passed her notary test with a score of 70%. She now has 30 days to:

- a. Take her oath of office at the County Clerk's Office.
- b. Buy a \$15,000 surety bond.
- c. Re-take her test until she receives a score of 75%.
- d. None of the above.

23. Marissa recently moved from San Diego county to Orange County. Which of the following is true.

- a. She must file a new oath and bond at the at Orange County Clerk's office.
- b. File a change of address to avoid a \$750 fine.
- c. File a change of address to avoid a \$500 fine.
- d. Get a new notary seal.

24. Joe is asked by his employer Kristen, a loan officer, to explain the terms of the loan document to the client, including the interest rate, the length of the loan and the mortgage payments. Which of the following is true.

- a. Kristin has just committed a misdemeanor.
- b. If Joe complies, he will be fined \$1,000.
- c. Joe may not notarize the document.
- d. Joe must indicate the document's date in the journal.

25. Which of the following procedures may not be used for a "Proof of Execution by a Subscribing Witness"?

- a. If Jake has signed the document but cannot appear before the notary.
- b. If Jake has signed the document and swears under oath to a Subscribing Witness that he is the document principal.
- c. If Jake arranges with a notary over the phone to have a Subscribing Witness appear before the notary.
- d. If the Credible Witness personally knows the Notary and personally knows the Subscribing Witness, who personally knows the document signer.

26. Jimmisha brings a document to Mr. Singh, a notary public. Mr. Singh will mark in his journal that he performed a Jurat. What identifying wording did she rely on?

- a. "Subscribed and sworn to (or affirmed) before me".
- b. "Acknowledged to me..."
- c. "Do you swear or affirm that the statements in this document are true?"
- d. "Personally appeared"

27. The Venue:

- a. Is the State and County where the document was drawn.
- b. The State and County where the notary has filed his or her bond and oath.
- c. The State and County where the document was signed.
- d. The State and County where the notary performed the oath or affirmation, or where the notary required the signer to acknowledge that they signed the document.

28. When certifying a copy of a Power of Attorney...

- a. The notary public must either witness the signer sign the document or require the signer acknowledge they signed the document.
- b. If an attorney recommends that the document be notarized, a notary public may do so.
- c. The notary must certify the copy, according to probate law.
- d. None of the above.

29. Linda, a close friend of Mary, a notary public, brings in a document to be notarized that is incomplete. What should Mary do?

- a. Make copies and enter into his/her notary public journal.
- b. Refuse to notarize the document.
- c. The notary public should decline and advise the person requesting the notarization to consult a member of the California State Bar.
- d. None of the above.

30. In the following form, what goes after the words "personally appeared"?

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____

On _____ before me _____
(insert name and title of the officer)

personally appeared _____
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

- a. The name of the signer exactly as it appears on their ID.
- b. The name of the signer exactly as it appears on the document.
- c. The names of both signers plus their authorized capacity.
- d. The name of the notary public.

ANSWERS ON NEXT PAGE

Answers:

1b, 2d, 3d, 4b, 5b, 6c, 7d, 8b, 9a, 10c, 11d, 12b, 13b, 14c, 15c, 16d, 17a, 18d, 19b, 20d, 21d,
22d, 23c, 24b, 25b, 26a, 27d, 28c, 29b, 30b