NOTICE OF IMPERSONATION OF A NOTARY PUBLIC

PURPOSE: To notify the Department of State and PAN of the performance of a fraudulent notarial act.

PRINT OR TYPE CLEARLY. There is no fee to submit this notice.

Notary commission ID number	Name as it appears on commission

Place an impression of your current official stamp here:

When was the document executed? ___/___/_____ When was the fraud discovered? ___/____/_____

How did you learn of the fraud? _____

Describe the nature of the fraudulent notarial act. Use additional sheets if needed.

Include the following (if available):

❒ A copy of the document(s) in question ❒ A copy of any legal notice or proceeding ❒ A copy of the police report ❒ Copies of emails or other correspondence	❒ Copies of notary journal pages for the relevant period ❒ Current mailing address, email, phone ❒ Other: _____

Notary's signature	Notary's printed name	Date

Send copies of this form and supporting documents to:

1. pan@notary.org, Attention: Notary Fraud Report

2. ra-notaries@pa.gov
   Office of Notaries, Commissions and Legislation, 401 North Street, Room 201, Harrisburg PA 17120

When you report that your notary information was used in one or more fraudulent activities, the Office of Notaries, Commissions and Legislation (ONCL) will:

1. Ask you to provide any available documentation (for example, copies of the fraudulent document and journal pages for the relevant period) along with a copy of your legitimate official stamp and signature.
2. Advise you to file a police report and provide ONCL with a copy or at least the police report number and the name of of the police department where the report was filed.
3. Advise you to report the event to the Recorder of Deeds office in the county where you maintain your office of record and, if different, in the county where the fraudulent documents were recorded.
4. Refer all materials received to Department's Professional Compliance Office for investigation and possible referral to the Office of Attorney General.

REFERENCES

Revised Uniform Law on Notarial Acts

57 Pa.C.S. § 323. Sanctions.

(f) Criminal penalties applicable.--The following apply:

(1) Except as provided in this chapter or otherwise provided by law, it is unlawful for a person to hold himself out as a notary public or as a notarial officer or to perform a notarial act.

(2) Falsely pretending to be a notary public or a notarial officer and performing any action in furtherance of such false pretense shall subject the person to the penalties set forth in 18 Pa.C.S. § 4913 (relating to impersonating a notary public or a holder of a professional or occupational license).

(3) The use of an official stamp by a person who is not a notary public named on the stamp shall constitute a violation of 18 Pa.C.S. § 4913.

(4) Except as provided in paragraph (2) or (3), any person violating this chapter or a regulation of the department commits a summary offense and shall, upon conviction, be sentenced to pay a fine of not more than $1,000.

Pennsylvania Crimes Code

18 Pa.C.S. § 4913. Impersonating a notary public or a holder of a professional or occupational license.

(a) Offense defined.--A person commits an offense if the person does any of the following:

(1) falsely pretends to hold the office of notary public within this Commonwealth or to hold a professional or occupational license issued by a licensing board; and

(2) performs any action in furtherance of this false pretense.

(b) Grading.--

(1) Except as set forth in paragraph (2) ..., an offense under this section is a misdemeanor of the second degree.

(2) If the intent of the actor is to harm, defraud or injure anyone, an offense under this section is a misdemeanor of the first degree.

Pennsylvania Association of Notaries
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