

Adams County Clerks of Courts New Notary Course Application

Have you applied and received a BCI records check reflecting NO disqualifying offenses within the last six (6) months as is required by the Secretary of State? If no, you may wish to do so before paying the application fee and scheduling the education course. (Fees are non-refundable)

APPLICATION INFORMATION

Full Name: _____ Age: _____
 Last First M.I.

Address: _____
 Street Address Apartment/Unit#

 City State Zip Code

Email: _____

Phone: _____ Alternate Phone: _____

I have included a check made payable to the Adams County Clerk of Courts Office in the amount of \$130.00 for a 2-part course and test that will meet the 3-hour education requirement. This course will include an onsite presentation/pre-test (1.5 hrs) and an onsite live summary/review (1.5) followed by a test.

Class Dates: (all classes start at 1 p.m. & are located in the Courthouse Annex Conference Room)

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|--|--------------------------------------|---------------------------------------|
| ____ September 8 th , 2020 | ____ October 13 th , 2020 | ____ November 10 th , 2020 |
| ____ December 8 th , 2020 | ____ January 12 th , 2021 | ____ February 9 th , 2021 |
| ____ March 9 th , 2021 | ____ April 13 th , 2021 | ____ May 11 th , 2021 |
| ____ June 8 th , 2021 | ____ July 13 th , 2021 | ____ August 10 th , 2021 |
| ____ September 14 th , 2021 | ____ October 12 th , 2021 | ____ November 9 th , 2021 |

Please return application and fee to Adams County Clerk of Courts Office, 110 West Main St, Rm. 207, West Union, OH 45693

Signature: _____ Date: _____

| | | |
|----------------|-------------|------------------|
| Class Attended | Date: _____ | Completed: _____ |
| Summary/Review | Date: _____ | Completed: _____ |
| Test: | Date: _____ | Score: _____ |
| Retake: | Date: _____ | Score: _____ |

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