

REQUEST FOR A COPY

of the line item of a transaction in the notary journal
of _____, a notary public of the State of California

JOURNAL LINE ITEM'S INFORMATION

1.1. Name of the party* (one per request; a combination of a first name and last name is preferred**):

1.2. Type of the notarized document (one per request)*:

1.3. Month and year the document was notarized (one month-year pair per request, no ranges)*:

REQUESTER'S INFORMATION

2.1. Name (person's and, when applicable, organization's)*:

2.2. Street address*:

2.3. City, state, ZIP*:

2.4. Phone: _____

2.5. Email: _____

2.6. The copy needs to be certified ☐ (if checked, an original subpoena or court order must be enclosed with the request).

2.7. Other: _____

Signature*: _____ Date*: _____

CA Govt. Code § 8206(c)(e) and 8206.5. The fee is \$0.30 per page, unless waived by the notary.

Please mail the completed form to: _____

or scan and send *via* email: _____

The notary will respond to your request within 15 business days.

* Required field.

** The notary will search for an exact name match. *I.e.*, if the requested name of the party is "John M. Smith," a journal line item for "John Smith" will be a no-match, and the requester will not receive a copy of that line item.