



County of Santa Cruz
SHERI THOMAS, ASSESSOR-RECORDER
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Carol D. Sutherland
Assistant Recorder

Notary Acceptance Policy

This notice is to inform County Recorder customers about our policy on the acceptance of electronically signed and notarized documents.

The Department will accept electronically signed and notarized documents, including RON (Remote Online Notary), if the following conditions are met:

1. The acknowledgement is taken in accordance with the law of the State where the acknowledgement is made per California Civil Code 1189(b). As these notary laws are changing rapidly at this time, our office refers to the National Notary Association's new law database for the most current information located here www.nationalnotary.org/knowledge-center/news/law-updates
2. The electronically signed and notarized document is submitted electronically through CeRTNA if the submitter has completed and returned the MOU.
3. The electronically signed and notarized document may be submitted as paper, only if the State where the acknowledgement takes place allows for a "papering out" process and the document is accompanied by a notary certification, with an original signature and seal by a notary, to certify the electronic record.

California Law does not currently provide the authority for California Notaries Public to perform a remote online notarization. The personal appearance of the document signer is required before the Notary Public.