

Chapter 194

1981 REPLACEMENT PART

Notaries Public; Acknowledgments

NOTARIES PUBLIC

- 194.005 Definition of commercial paper
- 194.010 Appointment of notary public; term; qualifications; office may be nonlucrative; functions not official duties
- 194.020 Fee for application
- 194.031 Notarial seal or stamp; filing of sample imprint; effect of stamp; dating required
- 194.040 Record of commissions; Secretary of State's power to certify status and acts of notary
- 194.045 Recording of commission in counties; county clerk's power to certify status and acts of notary
- 194.050 Bond
- 194.063 Application for new commission
- 194.067 Grounds for revocation or denial of commission
- 194.070 Protesting commercial paper
- 194.090 Record of protest; effect as evidence
- 194.100 Powers of notary connected with corporation; limitations
- 194.110 Power to take acknowledgment
- 194.120 Faith and credit given acts of notary
- 194.130 Disposition of records on vacancy in office; penalty for failure to properly dispose of records or for destroying or altering records
- 194.140 County clerks to keep records and papers and furnish attested copies; effect of copies
- 194.150 Recovery of forfeitures
- 194.160 Schedule of notary fees
- 194.170 Mileage of notaries public

PROHIBITED ACTS

- 194.310 False personation of notary and fraud or false certificate in exercise of powers prohibited

- 194.320 Removal from office for committing prohibited acts

RECOGNITION OF ACKNOWLEDGMENTS

- 194.500 Short title
- 194.510 Uniformity of interpretation
- 194.520 "Notarial acts" defined
- 194.530 Evidence of notarial authority
- 194.540 Taking of acknowledgment
- 194.550 Acceptability of certificate
- 194.560 "Acknowledged before me" defined
- 194.570 Statutory short forms
- 194.580 Applicability

PENALTIES

- 194.990 Penalties

CROSS REFERENCES

- Organized militia, members with general powers of notary public, 396 120, 399 150
- 194.010**
Lucrative offices, Const Art II, §10
- 194.031**
Effect of presence or absence of seal, 42 115
- 194.090**
Telegraphic copies of notarized instruments as evidence, 41 730, 165.580
- 194.110**
Power of notary to administer oaths and take testimony, 44.320

NOTARIES PUBLIC

194.005 Definition of commercial paper. As used in ORS 194.005 to 194.170, "commercial paper" means such instruments as are within the scope of ORS chapter 73, including drafts, checks, certificates of deposit and notes. [1967 c 541 §12]

194.010 Appointment of notary public; term; qualifications; office may be nonlucrative; functions not official duties.

(1) The Governor shall appoint notaries public for the term of four years unless the commission is revoked sooner by the Governor. A notary public may act throughout the state.

(2) Upon the appointment of a notary public, the Governor shall send the commission to the Secretary of State.

(3) Every person appointed as a notary public at the time of appointment must be 18 years of age or older, of good moral character and, for six months immediately prior to his appointment, a resident of Oregon.

(4) Each notary public may file with the Secretary of State a statement waiving the fees prescribed in ORS 194.160; and in such case the office of notary public is considered nonlucrative.

(5) The functions of a notary public are not considered official duties under Article III, section 1 of the Oregon Constitution. [Amended by 1961 c 498 §1, 1967 c 541 §1, subsection (2) enacted as 1967 c 541 §8, 1975 c 161 §3, 1977 c 128 §1]

194.020 Fee for application. Each applicant for appointment as a notary public shall pay in advance to the Secretary of State a fee of \$5, which shall be deposited in the State Treasury and credited to the General Fund, and is in lieu of any fee under ORS 177.130. [Amended by 1957 s s c 7 §1; 1967 c 541 §3]

194.030 [Amended by 1961 c.498 §2, repealed by 1967 c 541 §5 (194.031 enacted in lieu of 194 030)]

194.031 Notarial seal or stamp; filing of sample imprint; effect of stamp; dating required. (1) Each notary public shall obtain an official seal or official stamp made of rubber or some other substance capable of making a legible imprint on paper in indelible black ink. The imprint must set out the name of the notary and the words "Notary Public—Oregon," and may set out the date on which the commission expires. The Secretary of State shall promulgate rules prescribing the size and form of the imprint required

under this section to promote uniformity and legibility.

(2) Before he enters upon his duties, each notary public shall file a sample imprint of his official seal or official stamp, together with his oath and bond required by ORS 194.050, with the Secretary of State.

(3) Notwithstanding any other law of this state, an impression made by an official stamp has the same force and effect as a seal.

(4) If the official stamp of the notary does not imprint the date on which his commission expires, the notary must indicate this date in some other manner as a part of each notarization or other official use of such stamp. [1967 c 541 §6 (enacted in lieu of 194 030)]

194.040 Record of commissions; Secretary of State's power to certify status and acts of notary. The Secretary of State shall keep a record of each commission and promptly forward the commission to the appointee. The Secretary of State may certify as to the official character of such notary public and the genuineness of his signature and imprint upon all instruments requiring such certificates, and as to whether such instruments are executed according to the laws of Oregon. [Amended by 1967 c 541 §9]

194.045 Recording of commission in counties; county clerk's power to certify status and acts of notary. (1) A duly commissioned notary public may record his commission with any county clerk of the state in the following manner:

(a) He shall, in person, present his commission to the county clerk for inspection.

(b) He shall file with the county clerk a specimen of his signature with an impression of his official seal or imprint of his official stamp.

(c) He shall pay to the county clerk a fee of \$3 for this recording.

(2) In recording a notary public commission as provided in subsection (1) of this section, the county clerk shall, in a special file, note the name and address of the notary, a specimen of the notary's signature, the impression of the notary's official seal or imprint of his official stamp and the effective and expiration dates of the commission.

(3) The county clerk may certify as to the official character of a notary public who has recorded his commission as provided in subsections (1) and (2) of this section and attest to

the genuineness of the notary's signature and imprint upon all instruments requiring such certificates, and as to whether such instruments are executed according to the laws of Oregon. [1969 c 394 §§2, 3, 4, 1977 c.641 §1]

194.050 Bond. (1) Each notary public, before he enters upon his duties, shall take an oath to support the Constitution and laws of the United States and of the State of Oregon, and to faithfully discharge his duties, and shall give, subject to approval by the Secretary of State pursuant to standards prescribed by the Attorney General, a bond to the State of Oregon, with sufficient surety, in the penal sum of \$500, conditioned for the faithful discharge of his duties.

(2) A notary public and the sureties on his bond, to the extent of their obligation on the bond, are liable to all persons for damages occasioned by the neglect or misconduct of the notary public in performing his official duties. [Amended by 1961 c 498 §3; 1967 c 541 §4]

194.060 [Repealed by 1967 c 541 §22]

194.063 Application for new commission. Upon the expiration of his commission a notary public may apply for a new commission in the manner provided by ORS 194.005 to 194.170, and subject to the qualifications prescribed therein. However, unless otherwise required by the Governor, such an application need not be accompanied by proof of good moral character or continued residence in this state. Upon applying for a new commission, such notary public shall file a sample imprint of his official seal or official stamp in accordance with ORS 194.031. [1967 c 541 §11; 1977 c.128 §2]

194.067 Grounds for revocation or denial of commission. The Governor may revoke the commission of a notary public, or deny an application for such a commission, if the applicant or notary public:

(1) Has failed to maintain the qualifications required under ORS 194.005 to 194.170 for his appointment.

(2) Has been convicted of a felony or a misdemeanor involving moral turpitude.

(3) Has used officially a stamp or other device making an imprint or impression that does not conform to ORS 194.031 or to the rules of the Secretary of State promulgated thereunder. [1967 c 541 §18]

194.070 Protesting commercial paper. Each notary public who protests any commercial paper shall take such actions as are required by ORS 73.5090. [Amended by 1967 c 541 §13]

194.080 [Repealed by 1967 c.541 §22]

194.090 Record of protest; effect as evidence. Each notary public shall cause a record to be kept of all protests of commercial paper made by him under ORS 73.5090. Such record is competent evidence to prove notice of dishonor for purposes of ORS 73.5100. [Amended by 1967 c.541 §14]

194.100 Powers of notary connected with corporation; limitations. (1) A notary public who is a stockholder, director, officer or employe of a bank or trust company or other corporation may:

(a) Take the acknowledgment of any party to any written instrument executed to or by such corporation;

(b) Administer an oath to any other stockholder, director, officer, employe or agent of such corporation; and

(c) Protest commercial paper owned or held for collection by such corporation.

(2) A notary public shall not:

(a) Take the acknowledgment of an instrument executed by or to a bank or trust company or other corporation of which he is a stockholder, director, officer or employe, if the notary is a party to such instrument, either individually or as a representative of such corporation; or

(b) Protest any commercial paper owned or held for collection by such corporation, if the notary is individually a party to the instrument. [Amended by 1967 c 541 §15]

194.110 Power to take acknowledgment. Notaries public may take acknowledgments of deeds.

194.120 Faith and credit given acts of notary. Full faith and credit shall be given to all the protestations, attestations and other instruments of publication of all notaries public appointed under ORS 194.010. [Amended by 1961 c.498 §4]

194.130 Disposition of records on vacancy in office; penalty for failure to properly dispose of records or for destroying or altering records. (1) Whenever the

office of a notary public becomes vacant, the record referred to in ORS 194.090 kept by the notary public, together with all the papers relating to such record, shall be deposited in the office of the Secretary of State. Any notary public neglecting for the space of three months after his resignation or removal from office to deposit such record and papers in the Secretary of State's office, or any executor or administrator of a deceased notary public neglecting for the space of three months after the acceptance of that trust to lodge in the Secretary of State's office such record and papers as come into his hands, shall forfeit not more than \$500.

(2) If any person knowingly destroys, defaces, materially alters or conceals any record or paper of a notary public, he shall forfeit not more than \$500, and shall be liable to an action for damages by the party injured.

[Amended by 1967 c.541 §19]

194.140 County clerks to keep records and papers and furnish attested copies; effect of copies. Each county clerk shall receive and keep safe all the records and papers directed by this chapter to be deposited in his office and shall give attested copies of any of the records or papers when required. Copies so given by the clerk are as valid as if given by the notaries public.

194.150 Recovery of forfeitures. All forfeitures under ORS 194.130 shall be recovered in a civil action in any court having jurisdiction of the same in the county where the notary public resides. One-half shall be paid to the person bringing the action and one-half shall be paid to the State Treasurer to be credited to the General Fund. [Amended by 1967 c 541 §20]

194.160 Schedule of notary fees. The fees of notaries public shall be as follows:

- (1) Attesting any written instrument, \$1.
- (2) Certifying and taking an affidavit, and all certificates, \$1.
- (3) Taking the acknowledgment of any deed or other instrument of writing, \$1.
- (4) Making and taking proof of any legal instrument, for each page, 25 cents.
- (5) Taking depositions, each page, 25 cents.
- (6) Administering an oath, 25 cents.
- (7) Protesting commercial paper, \$1; except that no fees shall be allowed for protesting a check because of the insolvency of the

bank upon which the check was written.

[Amended by 1967 c.541 §16]

194.170 Mileage of notaries public. Every notary public whose fees are prescribed in ORS 194.160 who is required to travel in order to execute or perform his duties as a notary public, in addition to the fees prescribed in ORS 194.160, shall be entitled to mileage at the rate of eight cents a mile, and no more, in going to and returning from the place where the service is performed.

194.180 [1961 c 91 §1, repealed by 1971 c 250 §1]

194.210 [Repealed by 1969 c 394 §5]

194.220 [Repealed by 1969 c 394 §5]

PROHIBITED ACTS

194.310 False personation of notary and fraud or false certificate in exercise of powers prohibited. (1) No person shall purport to be entitled to act as a notary public, or assume, use or advertise the title of notary public, or equivalent terms in any language, in such a manner as to convey the impression that the person is a notary public when the person is not a duly appointed, qualified and acting notary public.

(2) No notary public, in the exercise of the powers or in the performance of duties, shall practice any fraud or deceit, or wilfully make any false certificate, acknowledgment or jurat. [Amended by 1961 c 498 §5, 1981 c 11 §4]

194.320 Removal from office for committing prohibited acts. The clerk of the court in which a conviction for acts prohibited by ORS 194.310 is had shall forthwith transmit to the Governor of Oregon a duly certified copy of the judgment, which is sufficient grounds for the removal of the convicted notary public. [Amended by 1981 c 11 §5]

194.410 [Amended by 1963 c 428 §1; repealed by 1977 c 404 §2 (194 500 to 194 580 enacted in lieu of 194 410)]

194.420 [Repealed by 1977 c 404 §2 (194 500 to 194 580 enacted in lieu of 194.420)]

194.430 [Repealed by 1977 c.404 §2 (194 500 to 194.580 enacted in lieu of 194 430)]

RECOGNITION OF ACKNOWLEDGMENTS

194.500 Short title. ORS 93.410 and 194.500 to 194.580 may be cited as the Uniform Recognition of Acknowledgments Act. [1977 c 404 §11 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93 500, 93 510, 93 520, 194 410, 194 420 and 194 430)]

194.510 Uniformity of interpretation. ORS 93.410 and 194.500 to 194.580 shall be so interpreted as to make uniform the laws of those states which enact it. [1977 c 404 §10 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93 500, 93 510, 93 520, 194.410, 194 420 and 194 430)]

194.520 "Notarial acts" defined. For the purposes of ORS 93.410 and 194.500 to 194.580, "notarial acts" means acts which the laws and regulations of this state authorize notaries public of this state to perform, including the administering of oaths and affirmations, taking proof of execution and acknowledgments of instruments, and attesting documents. Notarial acts may be performed outside this state for use in this state with the same effect as if performed by a notary public of this state by the following persons authorized pursuant to the laws and regulations of other governments in addition to any other person authorized by the laws and regulations of this state:

(1) A notary public authorized to perform notarial acts in the place in which the act is performed;

(2) A judge, clerk, or deputy clerk of any court of record in the place in which the notarial act is performed;

(3) An officer of the foreign service of the United States, a consular agent, or any other person authorized by regulation of the United States Department of State to perform notarial acts in the place in which the act is performed;

(4) A commissioned officer in active service with the Armed Forces of the United States and any other person authorized by regulation of the Armed Forces to perform notarial acts if the notarial act is performed for one of the following or his dependents: A merchant seaman of the United States, a member of the Armed Forces of the United States, or any other person serving with or accompanying the Armed Forces of the United States; or

(5) Any other person authorized to perform notarial acts in the place in which the act is performed. [1977 c 404 §3 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93.500, 93 510, 93 520, 194.410, 194 420 and 194.430)]

194.530 Evidence of notarial authority. (1) If the notarial act is performed by any of the persons described in subsections (1) to (4) of ORS 194.520, other than a person authorized to perform notarial acts by the laws or regulations of a foreign country, the signature, rank, or title and serial number, if any, of the person are sufficient proof of the authority of a holder of that rank or title to perform the act. Further proof of his authority is not required.

(2) If the notarial act is performed by a person authorized by the laws or regulations of a foreign country to perform the act, there is sufficient proof of the authority of that person to act if:

(a) Either a foreign service officer of the United States resident in the country in which the act is performed or a diplomatic or consular officer of the foreign country resident in the United States certifies that a person holding that office is authorized to perform the act;

(b) The official seal of the person performing the notarial act is affixed to the document; or

(c) The title and indication of authority to perform notarial acts of the person appears either in a digest of foreign law or in a list customarily used as a source of such information.

(3) If the notarial act is performed by a person other than one described in subsections (1) and (2) of this section, there is sufficient proof of the authority of that person to act if the clerk of a court of record in the place in which the notarial act is performed certifies to the official character of that person and to his authority to perform the notarial act.

(4) The signature and title of the person performing the act are prima facie evidence that he is a person with the designated title and that the signature is genuine. [1977 c 404 §4 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93 500, 93 510, 93 520, 194 410, 194 420 and 194 430)]

194.540 Taking of acknowledgment. The person taking an acknowledgment shall certify that:

(1) The person acknowledging appeared

before him and acknowledged he executed the instrument; and

(2) The person acknowledging was known to the person taking the acknowledgment or that the person taking the acknowledgment had satisfactory evidence that the person acknowledging was the person described in and who executed the instrument. [1977 c.404 §5 (enacted in lieu of 45 125, 93 415, 93.430, 93 490, 93 500, 93 510, 93 520, 194.410, 194.420 and 194 430)]

194.550 Acceptability of certificate. The form of a certificate of acknowledgment used by a person whose authority is recognized under ORS 194.520 shall be accepted in this state if:

(1) The certificate is in a form prescribed by ORS 194.570 or any other law or regulation of this state;

(2) The certificate is in a form prescribed by the laws or regulations applicable in the place in which the acknowledgment is taken; or

(3) The certificate contains the words "acknowledged before me," or their substantial equivalent. [1977 c 404 §6 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93 500, 93 510, 93 520, 194 410, 194 420 and 194 430)]

194.560 "Acknowledged before me" defined. The words "acknowledged before me" mean:

(1) That the person acknowledging appeared before the person taking the acknowledgment;

(2) That he acknowledged he executed the instrument;

(3) That, in the case of:

(a) A natural person, he executed the instrument for the purposes therein stated;

(b) A corporation, the officer or agent acknowledged he held the position or title set forth in the instrument and certificate, he signed the instrument on behalf of the corporation by proper authority, and the instrument was the act of the corporation for the purpose therein stated;

(c) A partnership, the partner or agent acknowledged he signed the instrument on behalf of the partnership by proper authority and he executed the instrument as the act of the partnership for the purposes therein stated;

(d) A person acknowledging as principal by an attorney-in-fact, he executed the instru-

ment by proper authority as the act of the principal for the purposes therein stated; or

(e) A person acknowledging as a public officer, trustee, administrator, guardian, or other representative, he signed the instrument by proper authority and he executed the instrument in the capacity and for the purposes therein stated; and

(4) That the person taking the acknowledgment either knew or had satisfactory evidence that the person acknowledging was the person named in the instrument or certificate. [1977 c 404 §7 (enacted in lieu of 45 125, 93 415, 93 430, 93 490, 93.500, 93.510, 93.520, 194.410, 194 420 and 194 430)]

194.570 Statutory short forms. The forms of acknowledgment set forth in this section may be used and are sufficient for their respective purposes under any law of this state. The forms shall be known as "Statutory Short Forms of Acknowledgment" and may be referred to by that name. The authorization of the forms in this section does not preclude the use of other forms.

(1) For an individual acting in his own right:

State of _____
County of _____

The foregoing instrument was acknowledged before me this (date) by (name of person acknowledging)
(Signature of Person Taking Acknowledgment)
(Title or Rank)
(Serial Number, if any)

(2) For a corporation:

State of _____
County of _____

The foregoing instrument was acknowledged before me this (date) by (name of officer or agent, title of officer or agent) of (name of corporation acknowledging) a (state or place of incorporation) corporation, on behalf of the corporation.
(Signature of Person Taking Acknowledgment)
(Title or Rank)
(Serial Number, if any)

(3) For a partnership:

State of _____
County of _____

The foregoing instrument was acknowledged before me this (date) by (name of acknowledging partner or agent), partner (or agent) on behalf of (name of partnership), a partnership.
(Signature of Person Taking Acknowledgment)
(Title or Rank)
(Serial Number, if any)

- (4) For an individual acting as principal by an attorney-in-fact:

State of _____
 County of _____

The foregoing instrument was acknowledged before me this (date) by (name of attorney-in-fact) as attorney-in-fact on behalf of (name of principal).

(Signature of Person Taking Acknowledgment)
 (Title or Rank)
 (Serial Number, if any)

- (5) By any public officer, trustee, or personal representative:

State of _____
 County of _____

The foregoing instrument was acknowledged before me this (date) by (name and title of position).

(Signature of Person Taking Acknowledgment)
 (Title or Rank)
 (Serial Number, if any)

[1977 c.404 §8 (enacted in lieu of 45.125, 93.415, 93.430, 93.490, 93.500, 93.510, 93.520, 194.410, 194.420 and 194.430)]

194.580 Applicability. A notarial act performed prior to October 4, 1977, is not affected by ORS 93.410 and 194.500 to 194.580. ORS 93.410 and 194.500 to 194.580 provide an additional method of proving notarial acts. Nothing in ORS 93.410 and 194.500 to 194.580 diminishes or invalidates the recognition accorded to notarial acts by other laws or regulations of this state. [1977 c.404 §9 (enacted in lieu of 45.125, 93.415, 93.430, 93.490, 93.500, 93.510, 93.520, 194.410, 194.420 and 194.430)]

PENALTIES

194.990 Penalties. If punishment therefor is not otherwise provided for, violation of ORS 194.310 is a misdemeanor. [Amended by 1967 c.541 §21]

CHAPTERS 195 AND 196 [Reserved for expansion]