

18 NCAC 07J .1410 PLATFORM ACCOUNT CREATION FOR ELECTRONIC NOTARY

A platform provider shall create an account for an electronic notary public only after it:

- (1) confirms the electronic notary's identity by using approved credential analysis and identity proofing solutions;
- (2) receives the electronic notary registration certificate from the electronic notary;
- (3) uses the Department's online database of notaries to:
 - (a) search for the electronic notary by commission name and number;
 - (b) verify:
 - (i) whether the electronic notary is in active status as an electronic notary;
 - (ii) the expiration date of the electronic notary's commission certificate; and
 - (iii) the county of the commissioning of the electronic notary;
- (4) documents the electronic notary's designated custodian;
- (5) acquires an image of the electronic notary's handwritten signature or arranges for the electronic notary to use its device to, by hand, electronically sign notarial certificates;
- (6) creates an image of the electronic notary's seal that complies with 18 NCAC 07F .0807;
- (7) provides to the Department an exemplar that is:
 - (a) the image of the electronic notary's signature created pursuant to Item (5) of this Rule; and
 - (b) the image of the electronic notary's seal created pursuant to Item (6) of this Rule; and
- (8) receives confirmation of receipt of the electronic notary's signature and seal exemplars from the Department.

*History Note: Authority G.S. 10B-4; 10B-125(b); 10B-126; 10B-134.15; 10B-134.17; 10B-134.19; 10B-134.21; 10B-134.23;
Eff. July 1, 2025.*