

18 NCAC 07B .0428 CUSTODIAL NOTARY ANNUAL REPORT FORM

The form for annual reports by custodial notaries public requires:

- (1) the commission name and number of the custodial notary;
- (2) the calendar year covered by the annual report;
- (3) the information required by 18 NCAC 07D .0300;
- (4) certification that the custodial notary:
 - (a) intends to continue serving as a custodial notary and will continue to comply with the custodial notary rules in 18 NCAC 07H and 18 NCAC 07J;
 - (b) will cease serving within the next 12 months as a custodial notary, and, unless the retention period pursuant to 18 NCAC 07I .0212 will expire during that period, the name of the approved custodian to which the custodial notary will transfer the notary's records and the projected date of transfer;
 - (c) if the notary has already ceased serving as a custodial notary, the date on which the notary's records were transferred to an approved custodian and the name of the approved custodian, unless the retention period pursuant to 18 NCAC 07I .0212 has expired; or
 - (d) has ceased serving as a custodial notary because the period of retention for all records has expired;
- (5) certification that the information provided in the form is true and complete; and
- (6) the signature of the custodial notary and the date signed.

History Note: Authority G.S. 10B-4; 10B-125(b); 10B-126(a);
Eff. July 1, 2025.