

Montana Certificate & Venue Checklist

Before finishing:

- Did I identify the ****correct notarial act****?
- Is the ****venue**** the state and county where ****I am physically located**** when performing the act?
- Does the certificate identify the principal or other subject as required?
- Did I date and sign the certificate using my official signature?
- Is my office title present?
- Is my official stamp present and legible?
- Is the certificate attached/affixed to the correct record?
- If correcting a certificate I previously performed, is the correction supported by my journal and documented exactly as MCA § 1-5-609(5) requires?
- Have I avoided signing/stamping a record with no completed certificate?

Montana Notary Center — Independent education provider. Verify current requirements with official Montana sources.