

# IMPORTANT INFORMATION

Please be advised that rule changes to Chapter 5-11, Hawaii Administrative Rules (HAR), have been adopted regarding the regulation of notaries and the fees the Attorney General may charge notaries. You may also access HAR Chapter 5-11 at [www.hawaii.gov/ag/notary](http://www.hawaii.gov/ag/notary).

## Notary Fee Schedule—Effective January 1, 2020

1.	Application for commission of notary public commission.....	\$20.00
2.	Application for renewal of notary commission .....	\$20.00
3.	Application for restoration of forfeited commission .....	\$10.00
4.	Application for reinstatement of suspended commission .....	\$10.00
5.	Issuance of notary public commission .....	100.00
6.	Renewal of notary public commission .....	100.00
7.	Restoration of forfeited commission .....	\$80.00
8.	Each examination .....	\$10.00
9.	Application for new Remote Online Notary Commission .....	\$20.00
10.	New Remote Online Notary Commission .....	\$100.00
11.	Remote Online Notary Renewal application and commission .....	\$120.00
12.	Application and restoration of forfeited Remote Online Notary .....	\$90.00
13.	Rescheduling examination fee with 48-hour notice .....	\$15.00
14.	Rescheduling examination fee without 48-hour notice .....	\$20.00
15.	No-show examination fee .....	\$25.00
16.	Notary record book processing and cataloging .....	\$10.00
17.	Failure to pick-up notary commission within 60 days of notification from the AG of certificate availability .....	\$40.00
18.	Change in name, employer, residential or business address, telephone number, or judicial circuit .....	\$10.00
19.	Failure to notify AG within 30 days of change in No. 14 above .....	\$25.00
20.	Failure to notify AG of change in No. 14 that results in mailing renewal forms to incorrect address .....	\$50.00
21.	Failure to notify AG of loss, misplacement or theft of notary seal or notary record book within 10 days of loss, misplacement or theft .....	\$25.00
22.	Failure to deposit with the AG a notary's commission, certificate, seal or record book within 90 days of the removal from or expiration of office; for record books, at the end of a commission term .....	\$50.00-\$500.00
23.	Replacement of notary public commission certificate .....	\$10.00
24.	Copying, per printed page .....	\$.25
25.	Certification of each notarial transaction from a notary public's record book in the disposition of the Attorney General (per notarial transaction) within 30 days .....	\$5.00