



NATIONWIDE SIGNING SERVICES

Signing Agent,

We greatly appreciate your interest in joining our network of dependable, professional representatives. Our hope is to proactively address any and all documents required by our clientele, as well as the documents we require, in order to swiftly distribute future assignments. Please execute all requested information and documentation where applicable. Take notice that each document has been prepared with a form filling option to allow typewritten entry. Please use this option when available.

- Please note that the attachments titled 10. CFPB New Signing Process and 10a. Five Things Signing Agents Need to Know are for review and do not need to be returned to us.
- If you are new to the Signing Agent industry and are **not yet a notary**, please contact your state's Secretary of State or use the convenience and expedited process with the National Notary Association™ (NNA) found at www.nationalnotary.com.
- If you have your notary commission and are prepared to **become a Notary Signing Agent** (NSA), which will confirm your designation as approved for the majority of our clientele, we suggest you use the NSA Training and Certification™ option provided by the NNA and found at <https://www.nationalnotary.org/signing-agent/become-a-signing-agent>.
- If you are a current Notary Signing Agent and simply **need to renew your background screening** (required to renew annually) and/or if you need to complete the Notary Signing Agent Exam, go to <https://www.nationalnotary.org/signing-agent/renew-a-signing-agent>.

Along with completing, printing and signing the documents attached to the email you received, please forward a copy of your **background screening details**. If you are not comfortable with revealing the detail of your background screen, please understand you may not become approved with some of our clients.